



Agenda
Cornwall City Council

Meeting #: 2023-07
Date: Monday, April 24, 2023, 7:00 PM
Location: City Hall, Council Chambers, 360 Pitt Street, Cornwall, ON K6J 4P6
Chair: Justin Towndale, Mayor
Prepared By: Manon L. Levesque, City Clerk

Pages

In-Camera Session / Rise and Report from the In-Camera Meeting of Monday, April 24, 2023.

Motion to move into a Closed Meeting at 6:00 p.m. to address matters pertaining to Section 239 (2) and (3.1) of the Municipal Act, 2001.

A meeting or part of a meeting may be closed to the public if the subject matter being considered is:

Item #1 Statement of Claim - 2023-69-Financial Services

e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board

Item #2 Property Acquisition - 2023-27-Cornwall SDG Human Services

c) a proposed or pending acquisition or disposition of land by the municipality or local board

Moment of Personal Reflection

Réflexion personnelle

National Anthem

Hymne national

The Acting Mayor for this month is Councillor Dean Hollingsworth.

Opening

Ouverture

We acknowledge that we are gathered on the traditional territory of the Haudenosaunee peoples, the Mohawks of Akwesasne, the original

keepers of this land. As settlers, we are grateful for the opportunity to meet here, and we thank all the generations of people who have taken care of this land for thousands of years.

Roll Call

Appel nominal

Additions, Deletions or Amendments

Ajouts, retraites ou modifications

All matters listed under General Consent, save and except “Delegations” are considered to be routine and will be enacted by one motion. Should a Council Member wish an alternative action from the proposed recommendation, the Council Member shall request that this matter be moved to “Communications” at this time.

Adoption of Agenda

Ratification de l'Ordre du jour

The following Agenda is being presented for adoption as presented / amended.

Disclosures of Interest

Déclarations d'intérêts pécuniaires

Committee of the Whole

Comité plénier

We will now go into Committee of the Whole and that all Minutes, Presentations, Delegations, Consent/Correspondence, Resolutions, Reports and By-laws shall be considered and referred to that Committee.

Adoption of Minutes

1

Ratification des procès-verbaux

The following Minutes are being presented for adoption:

- Regular Meeting of Tuesday, April 11, 2023

Presentations

Présentations

1. **Book of Recognition for Paramjit Singh (Flavour Kingdom), 2023-**

11

110-Corporate Services

Delegations

Délégations

1. **Habitat for Humanity Cornwall and The Counties, 2023-103-Corporate Services** 13

Action Recommended

That Council refer this matter to Administration for a report on vacant land options.

Consent Reports

Rapports sur le consentement

1. **Proclamation – 31st Falun Dafa Day, 2023-98-Corporate Services** 15

Action Recommended

That Council proclaim May 13, 2023, as “Falun Dafa Day” in the City of Cornwall marking its 31st Anniversary.

2. **Proclamation – Mental Health Week, 2023-100-Corporate Services** 22

Action Recommended

That Council proclaim the week of May 1 to 7, 2023, as “Mental Health Week” in the City of Cornwall and that its flag be flown at 340 Pitt Street.

3. **Proclamation – Emergency Preparedness Week, 2023-09-Fire Services** 26

Action Recommended

That Council proclaim the week of May 7 to 13, 2023, as “Emergency Preparedness Week” in the City of Cornwall.

4. **Proclamation - Pay It Forward Day, 2023-99-Corporate Services** 29

Action Recommended

That Council proclaim Friday, April 28, 2023, as “Pay It Forward Day” in the City of Cornwall.

5. **Proclamation – Jewish Heritage Month, 2023-101-Corporate Services** 32

Action Recommended
That Council proclaim the month of May 2023 as “Jewish Heritage Month” in the City of Cornwall.

- 6. Proclamation – Rotary Club of Cornwall Sunrise Supports Newly Arrived Ukrainian Cornwall Residents, 2023-97-Corporate Services** 36

Action Recommended
That Council proclaim the week of May 8 to 14, 2023, as “Rotary Club of Cornwall Sunrise Supports Newly Arrived Ukrainian Cornwall Residents” in the City of Cornwall, and that the Ukrainian flag be flown at 340 Pitt Street.

- 7. Proclamation – Seaway Valley Soccer Club Spring Kick Off, 2023-55-Corporate Services** 40

Action Recommended
That Council proclaim May 6 and 7, 2023, as “2023 Seaway Valley Soccer Club Soccer Days” in the City of Cornwall.

- 8. Petition – Traffic on Twelfth Street East, 2023-105-Corporate Services** 45

Action Recommended
That this request be referred to Administration for a report.

- 9. Terms of Reference – Senior Friendly Community Committee, 2023-107-Corporate Services** 51

Action Recommended
That Council approve the Terms of Reference for the Senior Friendly Community Committee as presented.

Resolutions

Résolutions

- 1. Good Roads Board of Directors, 2023-109-Corporate Services** 59

Reports from Unfinished Business and Unfinished Business Listing

Rapports des affaires incompletes

- 1. Vacant Land Use – 504 Fourth Street East (Former Bob Turner/Joe St. Denis Field), 2023-34-Planning, Development and Recreation** 61

Action Recommended
That Council approve the designation of municipally owned vacant land located at 504 Fourth Street East for a future affordable housing development.

2. **Cornwall Youth Space, 2023-32-Planning, Development and Recreation** 71

Action Recommended
That Council approve the development of a teen focused Youth Space(s) at Lamoureux Park or Mattice Park or combination of both parks.

3. **Unfinished Business Listing for April 24, 2023, 2023-96-Corporate Services** 85

Action Recommended
That Council receive the Unfinished Business Listing for April 24, 2023.

Communication Reports

Communications et rapports

1. **Canada Day Funding Request, 2023-33-Planning, Development and Recreation** 87

Action Recommended
That Council approve \$25,000 of funding to support the 2023 Canada Day celebrations in Lamoureux Park and provide ongoing funding in future Municipal Budgets.

2. **Mayor's Task Force on Housing Update, 2023-08-CAO** 92

Action Recommended
That Council discuss the recommendations contained in Report 2023-08-CAO and receive the said Report.

3. **Property Standards By-Law, 2023-21-Planning, Development and Recreation** 104

Action Recommended
That Council receive report 2023-21, PDR and proposed draft Property Standards ByLaw, which will repeal By-Law 2014-191.

Furthermore, that Council direct administration to have the Property Standards ByLaw presented at the Regular Meeting of Council of

May, 2023, for adoption.

4. **Vacant Land for Future Municipally Operated Affordable Housing Developments, 2023-28-Cornwall SDG Human Services Department** 195

Action Recommended

That Council approve the designation of municipally owned vacant land located at 330 Montreal Road for a future affordable housing development.

New Business Motions

Nouvelles affaires

1. **Grass Cutting in Residential Parks, 2023-104-Corporate Services** 202

By-laws

Règlements municipaux

By-laws 2023-037 to 2023-039 inclusive, listed on the Agenda, are being presented to Council for adoption.

1. **By Law 2023-037 to authorize The Corporation of the City of Cornwall to enter into a Medical Scholarship Loan Agreement with Neerav Mullur, 2023-29-Planning, Development and Recreation, 2023-31-Planning, Development and Recreation** 204
2. **By-law 2023-038 to amend By-law 2020-137 Appoint a Member of Council to the Eastern Ontario Agri-Food Network, 2023-111-Corporate Services** 215
3. **By-law 2023-039 to amend By-law 2023-004 to appoint lay members to various Boards, Commissions and Committees., 2023-112-Corporate Services** 217

Reports from Standing, Advisory, Special and Ad Hoc Committees of Council

Rapports des comités permanents, consultatifs, spéciaux et ad hoc

Notices of Motion

Avis de motion

Confirming By-law

Règlement municipal de ratification

By-law 2023-040, being a By-law to confirm the proceedings of the Council of The Corporation of the City of Cornwall at its meetings held on Monday, April 24, 2023, is being presented to Council for adoption.

1. **Confirming By-law 2023-040 for April 24, 2023, 2023-106-Corporate Services**

220

Adjournment and Next Regular Meeting of Council

Ajournement et prochaine séance ordinaire du Conseil

The next Regular Public Meeting of Council will be held on Monday, May 8, 2023.



Minutes
Cornwall City Council

Meeting #: 2023-06
Date: Tuesday, April 11, 2023, 7:00 PM
Location: City Hall, Council Chambers, 360 Pitt Street, Cornwall, ON K6J 4P6

Attendance Committee Members: Claude E. McIntosh, Councillor, Syd Gardiner, Councillor, Dean Hollingsworth, Councillor, Carilyne Hébert, Councillor, Maurice Dupelle, Councillor, Elaine MacDonald, Councillor, Todd Bennett, Councillor, Justin Towndale, Mayor, Fred Ngoundjo, Councillor, , Sarah Good, Councillor, Denis Sabourin, Councillor

Attendance Administration: Manon L. Levesque, City Clerk, Jenelle Malyon, Deputy City Clerk, Michael Fawthrop, General Manager, Infrastructure Planning and Municipal Works, Geoffrey Clarke, General Manager, Corporate Services, Mark A. Boileau, Acting CAO, Tracey Bailey, General Manager, Financial Services and Treasurer, Bill Lister, Chief, Paramedic Services, Mellissa Morgan, General Manager, Human Services and Long-Term Care, James Fawthrop, Manager, Recreation and Facilities, Matthew Stephenson, Chief, Fire Services

Chair: Justin Towndale, Mayor
Prepared By: Jenelle Malyon, Deputy Clerk

1. In-Camera Session / Rise and Report from the In-Camera Meeting of Tuesday, April 11, 2023.

Moved By: Syd Gardiner, Councillor
Seconded By: Todd Bennett, Councillor

Motion to move into a Closed Meeting at 6:00 p.m. to address matters pertaining to Section 239 (2) and (3.1) of the Municipal Act, 2001.

A meeting or part of a meeting may be closed to the public if the subject matter being considered is:

Item #1, Report 2023-94-CS - Lay Appointments to Various Committees

b) personal matters about an identifiable individual, including municipal or local board employees

Item #2, Report 2023-08-FS - Update of Property

e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board

f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose

g) a matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act

k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

Motion Carried

2. Moment of Personal Reflection

3. National Anthem

The Canadian National Anthem was sung by the assembly.
The Acting Mayor for this month is Councillor Dean Hollingsworth.

4. Opening

Mayor Justing Towndale acknowledged that we were gathered on the traditional territory of the Haudenosaunee peoples, the Mohawks of Akwesasne, the original keepers of this land. As settlers, we are grateful for the opportunity to meet here, and we thank all the generations of people who have taken care of this land for thousands of years.

5. Roll Call

6. Additions, Deletions or Amendments

- Amendment to Special Meeting of Council Minutes of February 16, 2023, and change the “Regrets” section to “Attendance of Committee Members”.
- Amendment of Special Meeting of Council Minutes of March 1, 2023, and remove Stephen Romano's vote in the Recorded Vote.

- Consent Items #1 - Proclamation – Building Safety Month, 2023-91-Corporate Services, was moved to Communications for discussion.
- Consent Item #3 - Temporary Street Closure for Unleash Pet Fest Event, 2023-83-Corporate Services, was moved to Communications for discussion.
- Consent Item #4 Strategic Priorities Planning, 2023-07-CAO, was moved to Communications for discussion.
- Communications Item #1 2023 Climate Action Plan, 2023-15-Infrastructure and Municipal Works was moved from Communications Item #1, to be dealt with immediately following the Presentation on the same matter.

7. Adoption of Agenda

Moved By: Sarah Good, Councillor

Seconded By: Syd Gardiner, Councillor

Motion to adopt the Agenda as amended.

Motion Carried

8. Disclosures of Interest

There were no Disclosures of Interest.

9. Committee of the Whole

Moved By: Maurice Dupelle, Councillor

Seconded By: Claude E. McIntosh, Councillor

Motion to go into the Committee of the Whole.

Motion Carried

10. Adoption of Minutes

Moved By: Syd Gardiner, Councillor

Seconded By: Fred Ngoundjo, Councillor

Motion to approve the following Meeting Minutes as amended.

- Special Meeting of Council of February 16, 2023
- Special Meeting of Council of February 22, 2023
- Special Meeting of Council of February 23, 2023
- Special Meeting of Council of March 1, 2023
- Regular Meeting of Council of March 27, 2023

Motion Carried

11. Presentations

1. **Book of Recognition for Anthony MacDonald, 2023-90-Corporate Services**

Anthony MacDonald, a grade 10 student from St. Joseph's Secondary School, was invited to sign the Book of Recognition for having placed 4th at the "2023 Novice Canadian Championship".

2. **Climate Action Plan Presentation by Pinna Sustainability Inc., 2023-14-Infrastructure and Municipal Works**

Cariad Garratt, Principal, Pinna Sustainability Inc. presented Council with the City of Cornwall's 2023 Climate Action Plan.

Moved By: Todd Bennett, Councillor

Seconded By: Dean Hollingsworth, Councillor

Motion to receive the Presentation.

Motion Carried

1. **2023 Climate Action Plan, 2023-15-Infrastructure and Municipal Works**

Moved By: Sarah Good, Councillor

Seconded By: Carilyne Hébert, Councillor

Motion to

a. Receive Report 2023-15-IMW.

b. Endorse the City of Cornwall's 2023 Climate Action Plan as prepared by Pinna Sustainability.

Motion Carried

3. **Tourism Development Corporation of Cornwall by Dale Allen, President, 2023-95-Corporate Services**

Mr. Dale Allen, Chair of the Tourism Development Corporation, presented Council with their Annual Report.

Moved By: Fred Ngoundjo, Councillor

Seconded By: Denis Sabourin, Councillor

Motion to receive the Presentation.

Motion Carried

12. Delegations

There were no Delegations.

13. Consent Reports

Moved By: Todd Bennett, Councillor

Seconded By: Elaine MacDonald, Councillor

Motion to approve Consent Items #2, #5 and #6.

Motion Carried

1. Proclamation – Building Safety Month, 2023-91-Corporate Services

This item was moved to Communications for discussion.

2. Proclamation – Community Living Month, 2023-69-Corporate Services

Council proclaimed the month of May, 2023, as “Community Living Month” in the City of Cornwall.

3. Temporary Street Closure for Unleash Pet Fest Event, 2023-83-Corporate Services

This item was moved to Communications for discussion.

4. Strategic Priorities Planning, 2023-07-CAO

This item was moved to Communications for discussion.

5. RFP Terms of Reference for Land Mobile Radio, 2023-63-Financial Services

Motion to receive Report 2023-63-Financial Services.

6. Tender 23-T12 Reconstruction of Aberdeen Avenue, 2023-64-Financial Services

Motion to award Tender 23-T12 to Malyon Excavation, from Cornwall, Ontario, at the total bid price of \$1,075,808.18 (net cost to the Corporation - \$968,798.59) being the best bid meeting the tender specifications.

14. Resolutions

There were no Resolutions.

15. Reports from Unfinished Business and Unfinished Business Listing

1. Equity, Diversity, and Inclusivity Advisory Committee, 2023-93-Corporate Services

Moved By: Sarah Good, Councillor

Seconded By: Carilyne Hébert, Councillor

Motion to approve the recommendation to establish an external committee which will include members of the community, community agencies, councillors and administration through the Mayor's Task Force for Equity, Diversity, and Inclusion.

Motion Carried

2. Recreation, Placemaking, Arts and Culture Advisory Committees, 2023-26-Planning, Development and Recreation

Moved by: Sarah Good, Councillor

Seconded by: Todd Bennett, Councillor

Motion to separate items a) and c)

Motion Carried

Moved by: Sarah Good, Councillor

Seconded by: Todd Bennett, Councillor

Motion to approve:

a. The creation of a Recreation and Parks Advisory Committee

c. The Terms of Reference for the Recreation and Parks Advisory Committee

Motion Carried

Moved by: Sarah Good, Councillor

Seconded by: Todd Bennett, Councillor

Motion to approve:

b. The creation of an Arts and Culture Advisory Committee

d. The Terms of Reference for the Arts and Culture Advisory Committee

Motion Carried

3. Rachel’s Kids Playground Structure in St. Theresa Park, 2023-27-Planning, Development and Recreation

Moved By: Maurice Dupelle, Councillor

Seconded By: Dean Hollingsworth, Councillor

Motion to approve the proposal to develop an inclusive playground structure in St. Theresa Park and include \$75,000 of municipal funding in the 2024 Municipal Budget to contribute to the project.

Motion Carried

5. Unfinished Business Listing for April 11, 2023, 2023-84-Corporate Services

Moved By: Elaine MacDonald, Councillor

Seconded By: Sarah Good, Councillor

Motion to receive the Unfinished Business Listing for April 11, 2023.

Motion Carried

16. Communication Reports

1. 2023 Climate Action Plan, 2023-15-Infrastructure and Municipal Works

This item was moved from Communications to be dealt with immediately following the Presentation of the same matter.

2. Proclamation – Building Safety Month, 2023-91-Corporate Services

Moved by: Elaine MacDonald, Councillor

Seconded by: Todd Bennett, Councillor

Motion to proclaim the month of May, 2023, as “Building Safety Month” in the City of Cornwall.

Motion Carried

3. Temporary Street Closure for Unleash Pet Fest Event, 2023-83-Corporate Services

Moved by: Elaine MacDonald, Councillor
Seconded by: Todd Bennett, Councillor

Motion to approve the Temporary Street Closure of Pitt Street from Second Street to First Street and from First Street to 58 Pitt Street, on Saturday, June 3, 2023, between the hours of 8:00 a.m. to 6:00 p.m.

Motion Carried

4. Strategic Priorities Planning, 2023-07-CAO

Moved by: Elaine MacDonald, Councillor
Seconded by: Todd Bennett, Councillor

Motion to receive Report 2023-07-CAO

Motion Carried

17. New Business Motions

There were no New Business Motions.

18. By-laws

Moved By: Syd Gardiner, Councillor
Seconded By: Todd Bennett, Councillor

Motion to adopt By-laws 2023-034 and 2023-035.

Motion Carried

1. By-law 2023-033 Agreement with Active Transportation Fund for a new Multi-Use Recreational Path from Pitt Street to Cornwall Centre Road, 2023-30-Infrastructure and Municipal Works, 2023-31-Infrastructure and Municipal Works

Moved By: Sarah Good, Councillor
Seconded By: Maurice Dupelle, Councillor

Motion to adopt By-law 2023-033.

Motion Carried

2. By-law 2023-034 to authorize the consolidation of Municipal land as part of the MW yard redevelopment, 2023-31-Infrastructure and Municipal Works
3. By-law 2023-035 To enter into agreement with the Arbor Day Foundation for increasing tree canopy on Alice and Louisa Streets, and Aime Leblanc Park, 2023-26-Infrastructure and Municipal Works, 2023-27-Infrastructure and Municipal Works

19. Reports from Standing, Advisory, Special and Ad Hoc Committees of Council

- Councillor Dean Hollingsworth announced the 56th Cornwall Lions Club Sports Award Dinner taking place on May 10, 2023, at the Best Western Parkway Inn.
- Councillor Sarah Good announced that the Cornwall Bird Friendly Group will have an educational booth during Eco Day on April 22, 2023, in Lamoureux Park.

20. Notices of Motion

There were no Notices of Motion.

21. Confirming By-law

1. Confirming By-law 2023-036 for April 11, 2023, 2023-85-Corporate Services

Moved By: Elaine MacDonald, Councillor

Seconded By: Syd Gardiner, Councillor

Motion to adopt Confirming By-law 2023-036 for April 11, 2023.

Motion Carried

22. Adjournment and Next Regular Meeting of Council

The next Regular Public Meeting of Council will be held on Monday, April 24, 2023.

Moved By: Carilyne Hébert, Councillor
Seconded By: Fred Ngoundjo, Councillor

Motion to adjourn the Regular Meeting of Council of April 11, 2023, at 9:40 p.m.

Motion Carried

Manon L. Levesque, City Clerk

Justin Towndale, Mayor



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Corporate Services
Division: Clerk's Division
Report Number: 2023-110-Corporate Services
Prepared By: Manon Levesque, City Clerk
Meeting Date: April 11, 2023
Subject: Book of Recognition for Paramjit Singh (Flavour Kingdom)

Purpose

To recognize Paramjit Singh for giving back to the community.

Background / Discussion

Paramjit Sigh is the owner of Flavour Kingdom. His dream is to not let anyone go to bed hungry. So, once every month, Mr. Sigh gives out free meals at his restaurant when he hosts the “Langar to End Hunger”.

Document Title:	Book of Recognition for Paramjit Singh (Flavour Kingdom) - 2023-110-Corporate Services.docx
Attachments:	
Final Approval Date:	Apr 20, 2023

This report and all of its attachments were approved and signed as outlined below:

Geoffrey Clarke - Apr 20, 2023 - 9:54 AM

Mark A. Boileau - Apr 20, 2023 - 11:34 AM



**The Corporation of the City of Cornwall
Regular Meeting of Council
Report**

Department: Corporate Services
Division: Clerk's Division
Report Number: 2023-103-Corporate Services
Prepared By: Manon Levesque, City Clerk
Meeting Date: April 24, 2023
Subject: Habitat for Humanity Cornwall and The Counties

Purpose

To request the donation of surplus land to build a Habitat for Humanity home.

Recommendation

That Council refer this matter to Administration for a report on vacant land options.

Background / Discussion

Breckyn Caers, Community Engagement Coordinator, and Leigh Taggart, Executive Director, of Habitat for Humanity Cornwall and The Counties are requesting the donation of surplus lands for a future Habitat for Humanity build.

Document Title:	Habitat for Humanity Cornwall and The Counties Request for Land - 2023-103-Corporate Services.docx
Attachments:	
Final Approval Date:	Apr 18, 2023

This report and all of its attachments were approved and signed as outlined below:

Geoffrey Clarke - Apr 18, 2023 - 10:29 AM

Mark A. Boileau - Apr 18, 2023 - 11:30 AM



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Corporate Services
Division: Clerk's Division
Report Number: 2023-98-Corporate Services
Prepared By: Jenelle Malyon, Deputy Clerk
Meeting Date: April 24, 2023
Subject: Proclamation – 31st Falun Dafa Day

Purpose

To proclaim May 13, 2023, as “Falun Dafa Day” in the City of Cornwall.

Recommendation

That Council proclaim May 13, 2023, as “Falun Dafa Day” in the City of Cornwall marking its 31st Anniversary.

Background / Discussion

Falun Dafa Day is an annual celebration of the contributions of members of the Falun Dafa community in Canada—many of whom arrived here as refugees fleeing the persecution in China—and to celebrate the values of Truthfulness, Compassion, and Forbearance.

The Falun Dafa flag will be flown at 340 Pitt Street on May 13, 2023.

Document Title:	Proclamation - 31st Falun Dafa Day - 2023-98-Corporate Services.docx
Attachments:	- Proclamation - Falun Dafa Month.docx - 2023 FalunDafaDayRequest-Cornwall.docx
Final Approval Date:	Apr 18, 2023

This report and all of its attachments were approved and signed as outlined below:

Manon L. Levesque - Apr 17, 2023 - 2:58 PM

Geoffrey Clarke - Apr 18, 2023 - 10:28 AM

Mark A. Boileau - Apr 18, 2023 - 11:26 AM

Proclamation Falun Dafa Day May 13 2023

Whereas Falun Dafa (also known as Falun Gong) is a spiritual practice rooted in the ancient schools of cultivation in China. It consists of meditative exercises, and a moral philosophy aimed at the promotion of virtue.

Whereas this is an annual celebration of the contributions of members of the Falun Dafa community in Canada—many of whom arrived here as refugees fleeing the persecution in China—and to celebrate the values of Truthfulness, Compassion, and Forbearance.

Whereas since Falun Dafa's public introduction in 1992, hundreds of millions of people from diverse cultural backgrounds in over 100 countries, including Canada, benefit from practicing Falun Gong

Whereas 2023 is Falun Dafa Day's 31st Anniversary celebration

Whereas Falun Dafa has demonstrated a steadfast commitment to improving health in mind, body, and spirit, as well as enhancing the well-being of people from diverse cultural backgrounds in over 100 countries

Now therefore be it resolved that I, Justin Towndale, Mayor of the City of Cornwall, do hereby proclaim May 13, 2023, as "*Falun Dafa Day*" in the City of Cornwall, honouring Truthfulness, Compassion, and Tolerance.

Justin Towndale
Mayor



Celebrating the 31st-Falun Dafa Day **Request for Flag Raising and Proclamation**

Dear His Worship Justin Towndale

In commemoration of the 31stFalun Dafa Day celebration on May 13th, 2023, we respectfully request again a recognition in the form of a flag raising and a proclamation. This annual occasion pays tribute to the contributions of the Falun Dafa members in Canada—many of whom arrived here as refugees fleeing the persecution in China, and celebrates the values of Truthfulness, Compassion, and Forbearance.

In 2022, we were thrilled to have had 23 Canadian cities do flags-raising or lighting-up the landmarks to celebrate our Falun Dafa Day. We also received over 110 supporting letters and/or proclamations from Canadian MPs, MPPs, Mayors, and City Councillors.

We particularly appreciate that last year, city of Cornwall passed the proclamation and raised the flag for our monumental 30 years celebration .

Originated from the tightly controlled communist China 31 years ago, along with 24 years' unimaginable persecution even with the horrific organ harvesting, the Falun Dafa community has endured, preserved and flourished peacefully. At the same time, Canadian Falun Dafa practitioners are proud to build our communities across the country and call Canada home.

The fight for freedom and integrity continues, as community members courageously fend off intimidation, threat, and mis-information campaign by the long-arm operation of China's communist regime that has infiltrated many aspects of Canadian politics and social life.

Here in Canada, Falun Gong volunteers have taught [free meditation exercises](#) that has helped thousands of Canadians improve their mental, moral and physical wellbeing, contributing to a more healthy and harmonious society.

We are genuinely grateful for the freedom, diversity and compassionate support received across the society. Year to year, the Falun Dafa communities have garnered worldwide recognition, including greetings and proclamations.

By sending a proclamation and hosting a flag raising event to mark the 31st Falun Dafa Day, you help affirm Canada's commitment to the values of Truthfulness, Compassion, and Forbearance, and to the upholding of human rights and freedom of conscience.

For proclamation messages, it will be greatly appreciated if you could send it to us by May 10th, 2023. Should you have questions, please don't hesitate to contact the undersigned.

Sincerely,

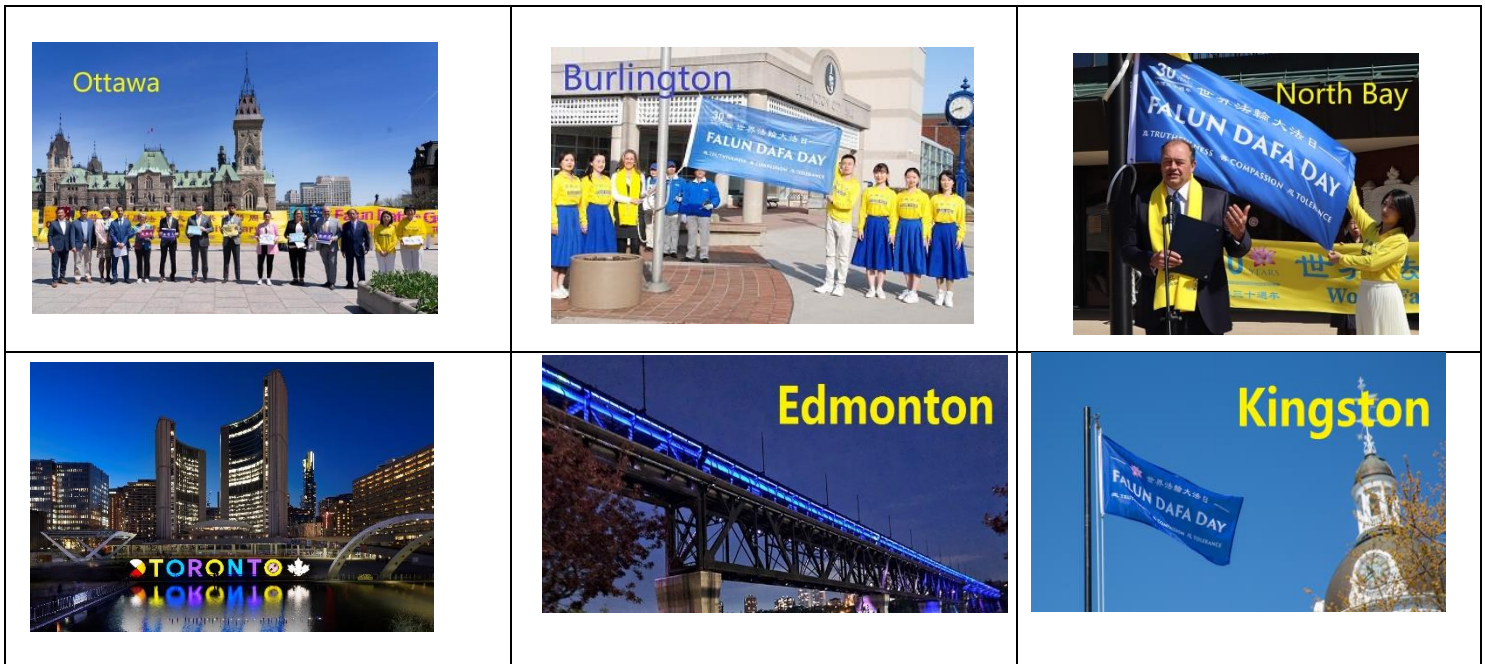
Pixing Zhang on behalf of Falun Dafa Association of Canada

Tel: 4168358337 email: pixingzhang@gmail.com

23 Flag Raising and Light-up Ceremony Hosting Cities in 2022:

ON : Toronto; Kingston; Burlington; Milton; Cornwall; North Bay; Orangeville; St. Catharine; Orillia; Brighton, Brock, Quinte West, Scugog, Amherstburg, Belleville more

AB: Edmonton; Red Deer; SK: Regina; Saskatoon; BC: Port Moody; Nanaimo; New Westminster;



Greetings for Falun Dafa Month Celebration 2022(excerpt from 110 greetings issued by representatives of three levels of government):

“Falun Dafa traditions encourage practitioners to improve their mental and physical well-being, while being rooted in the honourable values of truthfulness, compassion and tolerance; I would like to thank the many Falun Dafa practitioners who took these values to heart during the pandemic. I am grateful for the efforts you made within your communities to encourage and uplift your neighbors during these hard times. ” –*Hon. Candice Bergen, Leader of the Conservative Party, greetings 2022*

“Falun Dafa is the spiritual discipline based on truthfulness, compassion, and forbearance. This week on Parliament Hill I had the pleasure of joining a special group of individuals who celebrated the 30th year Anniversary of Falun Dafa.” - *MP Judy Sgro, co-chair of the Falun Gong Parliamentary Friendship Group, tweet and Rally speech 2022*

“I would like to thank the Falun Dafa communities for your work to preserving the traditional Chinese culture which continues to enrich Canada’s Multicultural landscape, Falun Dafa communities have been integral in bringing Communist party’s atrocities to light, practitioners are on the front lines of holding the government to account ”
- *MP Garnett Genuis, , co-chair of the Falun Gong Parliamentary Friendship Group, Video Greeting 2022*

“The universal values of Truthfulness, Compassion and Tolerance, which are at the heart of Falun Dafa, are also ideals for Canada. I appreciate your contribution to bring these values to life in Canada for a more healthy, peaceful, tolerance and compassionate society.” –*Hon. Pierre Poilievre , MP, Greeting Letter 2022 Falun Dafa Day*



“Communities rooted in spirituality have played an important role in building the social fabric of our province. Many of the values that we cherish today —compassion, generosity, and justice— are anchored in spiritual traditions. Inherent among those who practice is the courage to continuously seek positive transformation in one’s own life and society.”-**Ontario Lieutenant Governor Elizabeth Dowdeswell, Letter of Greetings, 2022 Falun Dafa Day**

“We live in a time of much division and conflict, and the values of truthfulness, compassion and tolerance that are espoused by Falun Dafa are timely, indeed. New Canadians who have fled persecution due to their practice of Falun Gong have demonstrated exceptional resilience in the face of great hardship.”-**Lieutenant Governor Russ Mirasty of the Province of Saskatchewan, Letter of Greetings, 2022 Falun Dafa Day**

“I would like to extend a big thank you to the Falun Dafa community in Fredericton, for their dedication to promoting a more harmonious and healthy society. Thank you for your continuous efforts to encouraging tolerance and compassion and building a better world for all of us.” – **Her Worship Kate Rogers, Fredericton, Letter of Greetings, 2022 Falun Dafa Day**

2022 a few other major Municipal Proclamation/Greetings of Falun Dafa Day for your information.

Ottawa, Calgary, Fredericton, Winnipeg, Victoria, Hamilton, Oshawa, Vaughan, London, etc;

About Falun Dafa:

[Falun Dafa](#) (also known as Falun Gong) is a spiritual practice rooted in the ancient schools of cultivation in China. It consists of meditative exercises, and a moral philosophy aimed at the promotion of virtue. At the core of Falun Dafa’s teachings are the tenets of “Truthfulness, Compassion, and Forbearance.” Practitioners of Falun Dafa aim to live in accord with these principles, taking them as a guide for daily life and practice.

Since Falun Dafa’s public introduction in 1992, hundreds of millions of people from diverse cultural backgrounds in over 100 countries, including Canada, benefit from practicing Falun Gong, where the [free teachings](#) help people improve their mental, moral, and physical wellbeing and contribute to a more healthy and peaceful society.

On 20 July, 1999, the Chinese Communist Party (CCP) launched a campaign to eradicate Falun Gong. For the past 21 years, major human rights organizations, the United Nations, the U.S. government, and NGOs, etc. have extensively documented the nation-wide campaign of hatred, mass imprisonment, forced slave labours, torture, and killings of people who practice Falun Gong in China.

Millions of Falun Gong practitioners and their families have been torn apart. Countless practitioners have been killed for their vital organs that are being sold by the state. International legal experts say that crimes against humanity, and possibly genocide, have occurred. Practitioners and supporters in Canada continue to experience various kinds of intimidation and harassment and vilification by the CCP.

The Falun Dafa community, both within China and abroad, have endured these two decades of unimaginable adversity with resolute non-violence and persistence to uphold freedom and the universal values. This has garnered worldwide recognition, including thousands of greetings and proclamations from governments and officials.



世界法輪大法日



FALUN DAFA DAY

真 TRUTHFULNESS 善 COMPASSION 忍 TOLERANCE



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Corporate Services
Division: Clerk's Division
Report Number: 2023-100-Corporate Services
Prepared By: Jenelle Malyon, Deputy Clerk
Meeting Date: April 24, 2023
Subject: Proclamation – Mental Health Week

Purpose

To proclaim the week of May 1 to 7, 2023, as “Mental Health Week” in the City of Cornwall.

Recommendation

That Council proclaim the week of May 1 to 7, 2023, as “Mental Health Week” in the City of Cornwall and that its flag be flown at 340 Pitt Street.

Background / Discussion

The Canadian Mental Health Association has requested that the week of May 1 to May 7, 2023, be proclaimed as “Mental Health Week” in the City of Cornwall. Its Flag will be flown at 340 Pitt Street during this week.

This year’s CMHA National campaign will shine a spotlight on community-based mental health care champions, programs, and communities while showcasing the importance of securing universal mental health care, what it can look like, and how mental health care can be expressed and nurtured (ie art, photos, music, sounds, dance, movement, nature, etc.)

Document Title:	Proclamation - Mental Health Week 2023 - 2023-100-Corporate Services.docx
Attachments:	- Flag Raising -MHW 2023- Cornwall.docx - Proclamation - Mental Health Week 2023.docx
Final Approval Date:	Apr 18, 2023

This report and all of its attachments were approved and signed as outlined below:

Manon L. Levesque - Apr 17, 2023 - 3:08 PM

Geoffrey Clarke - Apr 18, 2023 - 10:18 AM

Mark A. Boileau - Apr 18, 2023 - 11:15 AM



Canadian Mental
Health Association
Champlain East
Mental health for all

Association canadienne
pour la santé mentale
Champlain Est
La santé mentale pour tous

329 rue Pitt Street
Cornwall, ON K6J 3R1
Tel 613-933-5845
1-800-493-8271
Fax 613-936-2323
cmha-east.on.ca
acsm-est.on.ca

April 11th, 2023

Attention: City of Cornwall

Object: Proclamation & Flag Raising

We are hereby inviting the Mayor to proclaim Mental Health Week May 1st- May 7th, 2023, and acknowledge the annual Mental Health Week Celebration of the Canadian Mental Health Association (CMHA).

Together, CMHA Champlain East and its community partners have been working to end the stigma and discrimination associated with mental health problems and mental disorders.

Collectively and individually, we have multiple layers and stories that make us who we are and while each year 1 in 5 Canadians experience a mental illness or mental health issue, 5 in 5 of us – that's all people – have mental health.

This year's CMHA National campaign will shine a spotlight on community-based mental health care champions, programs, and communities while showcasing the importance of securing universal mental health care, what it can look like, and how mental health care can be expressed and nurtured (ie art, photos, music, sounds, dance, movement, nature, etc.).

We would like to request approval to raise the flag at the Justice Building on May 5th, 2023. Ideally we would like to start the ceremony at 11:00am. We would be pleased if Mayor Justin Towndale could attend the flag-raising event and present the proclamation on behalf of the City of Cornwall. In addition, we would like to use City Hall outdoor space for invited community partners to attend the ceremony and join us in an activity related to the theme of supporting mental health and well-being. We anticipate requiring 1.5 hours of time for the use of the space. We would like to request that picnic tables be available for participants to use during the event.

If you require more information, please contact Angele D'Alessio, Mental Health Promotor by email at dalessioa@cmha-east.on.ca or by phone at 613-551-9253.

Best regards,

Joanne Ledoux-Moshonas
Executive Director



A United Way Member Agency
Une agence membre de Centraide

Charitable Registration / enregistrement charitable # 12392 1363 RR0001



Office of the Mayor / Cabinet du Maire
P.O. Box/C.P. 877, Cornwall, Ontario K6H 5T9
Tel: 613 930-2787, extension/poste 2327
Facsimile: 613 932-8145
Email/Courriel: jtowndale@cornwall.ca

Proclamation

Mental Health Week

May 2 - 7, 2023

Whereas the Canadian Mental Health Association Champlain East requests that Council joins the national movement of celebrating the annual Mental Health Week in the City of Cornwall

Whereas Canadian Mental Health Champlain East and its community partners have been working to end the stigma and discrimination associated with mental health problems and mental disorders

Whereas collectively, and individually, we have multiple layers and stories that make us who we are and while each year 1 in 5 Canadians experience a mental illness or mental health issue, 5 in 5 of us have mental health.

Whereas this year's CMHA National campaign will shine a spotlight on community-based mental health care champions, programs, and communities while showcasing the importance of securing universal mental health care, what it can look like, and how mental health care can be expressed and nurtured (ie art, photos, music, sounds, dance, movement, nature, etc.).

Therefore be it resolved that, I, Justin Towndale, do hereby proclaim the week of May 2 to 7, 2023 as "Mental Health Week" in the City of Cornwall, Ontario.

Justin Towndale
Mayor



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Corporate Services
Division: Clerk's Division
Report Number: 2023-09-Fire Services
Prepared By: Jenelle Malyon, Deputy Clerk
Meeting Date: April 24, 2023
Subject: Proclamation – Emergency Preparedness Week

Purpose

To proclaim the week of May 7 to 13, 2023, as “Emergency Preparedness Week” in the City of Cornwall.

Recommendation

That Council proclaim the week of May 7 to 13, 2023, as “Emergency Preparedness Week” in the City of Cornwall.

Background / Discussion

The week-long annual Emergency Preparedness Week (EP Week) is a national event supported by Public Safety Canada, working closely with provincial and territorial emergency management organizations, Indigenous organizations, non-governmental organizations, and private sector who support activities at the local level.

Document Title:	Proclamation - Emergency Preparedness Week - 2023-09-Fire Services.docx
Attachments:	- Proclamation - Emergency Preparedness 2023.docx
Final Approval Date:	Apr 18, 2023

This report and all of its attachments were approved and signed as outlined below:

Manon L. Levesque - Apr 17, 2023 - 3:09 PM

Geoffrey Clarke - Apr 18, 2023 - 9:48 AM

Mark A. Boileau - Apr 18, 2023 - 11:11 AM

Emergency Preparedness Week May 7th to May 13th, 2023

Whereas Emergency Management Ontario has announced Emergency Preparedness Week as May 7th to May 13th, 2023, in Ontario

Whereas Emergency Preparedness Week (EP Week) is a national event supported by Public Safety Canada, working closely with provincial and territorial emergency management organizations, Indigenous organizations, non-governmental organizations, and private sector who support activities at the local level.

Whereas this weeklong annual event has taken place for over 25 years, and traditionally takes place during the first full week of May

Whereas this year, the theme is *A Safe, Practiced, and Prepared Ontario*

Whereas the intent of this year's theme is to encourage Ontarians to take action to become better prepared for the range of emergencies they could face in their region

Whereas this year, the campaign focuses on being prepared and self sufficient for at least 72 hours in the case of an emergency

Whereas everyone is encouraged to practice their plan to ensure they are ready when an emergency strikes

Now therefore be it Resolved that I, Justin Towndale, Mayor of the City of Cornwall proclaim the week of May 7th to May 13th, 2022, as *Emergency Preparedness: Be Ready for Anything* week in the City of Cornwall and encourage citizens to participate in the social media challenge.

Justin Towndale
Mayor



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Corporate Services
Division: Clerk's Division
Report Number: 2023-99-Corporate Services
Prepared By: Jenelle Malyon, Deputy Clerk
Meeting Date: April 24, 2023
Subject: Proclamation – Pay It Forward Day

Purpose

To proclaim Friday, April 28, 2023, as “Pay It Forward Day” in the City of Cornwall.

Recommendation

That Council proclaim Friday, April 28, 2023, as “Pay It Forward Day” in the City of Cornwall.

Background / Discussion

Chantal Gilmour, a Cornwall Resident, is requesting that Council proclaim Friday, April 28, 2023, as “Pay It Forward Day” in the City of Cornwall.

With the participation of over 80 Countries, “Pay It Forward Day” is a global initiative that exists to make a difference by creating a huge ripple of kindness felt across the world. It is believed that small acts, when multiplied by millions of people, can literally change the world for the better.

Document Title:	Proclamation - Pay it Forward Day - 2023-99-Corporate Services.docx
Attachments:	- Proclamation - Pay It Forward 2022.docx
Final Approval Date:	Apr 18, 2023

This report and all of its attachments were approved and signed as outlined below:

Manon L. Levesque - Apr 17, 2023 - 3:08 PM

Geoffrey Clarke - Apr 18, 2023 - 10:18 AM

Mark A. Boileau - Apr 18, 2023 - 11:17 AM



Office of the Mayor / Cabinet du Maire
P.O. Box/C.P. 877, Cornwall, Ontario K6H 5T9
Tel: 613 930-2787, extension/poste 2327
Facsimile: 613 932-8145
Email/Courriel: jtowndale@cornwall.ca

Proclamation

Pay It Forward Day

April 28, 2023

Whereas the aim of the Pay It Forward concept is to promote community spirit through intentional acts of kindness

Whereas the Pay It Forward novel, written by Catherine Ryan Hyde in 2000, has inspired the creation of a movie and a movement that has been vital in inspiring many thousands of good deeds all over the world; and

Whereas Pay It Forward Day was created in 2007 in Australia to further the altruistic movement of goodwill

Whereas Pay It Forward Day is a worldwide effort being supported by more than 80 countries

Whereas Pay It Forward Day encourages people to do good deeds for others without asking for anything in return except for the recipients to pay it forward to others in need

Whereas together we can make a difference by creating positive change in our community and world – one good deed at a time.

Now therefore be it resolved that I, Justin Towndale, Mayor of the City of Cornwall, do hereby proclaim April 28, 2023 as “*Pay It Forward Day*” in the City of Cornwall.

Justin Towndale
Mayor



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Corporate Services
Division: Clerk's Division
Report Number: 2023-101-Corporate Services
Prepared By: Jenelle Malyon, Deputy Clerk
Meeting Date: April 24, 2023
Subject: Proclamation – Jewish Heritage Month

Purpose

To proclaim the month of May 2023 as “Jewish Heritage Month” in the City of Cornwall.

Recommendation

That Council proclaim the month of May 2023 as “Jewish Heritage Month” in the City of Cornwall.

Background / Discussion

In 2018, Parliament unanimously passed a bill proclaiming that throughout Canada, the month of May will be marked as “Canadian Jewish Heritage Month”, celebrating the inspirational role that Jewish Canadians have played and continue to play in communities across the country.

B'nai Brith, a Jewish human rights organization that has been active nationally in Canada since 1875, has invited municipalities, school boards and other public agencies to enhance Parliament's declaration of the Canadian Jewish Heritage Month by adopting their own motions and promoting the celebration of the heritage month within their territory each May.

Document Title:	Proclamation - Jewish Heritage Month - 2023-101-Corporate Services.docx
Attachments:	- Proclamation - Jewish Heritage Month.docx
Final Approval Date:	Apr 18, 2023

This report and all of its attachments were approved and signed as outlined below:

Manon L. Levesque - Apr 17, 2023 - 3:08 PM

Geoffrey Clarke - Apr 18, 2023 - 9:49 AM

Mark A. Boileau - Apr 18, 2023 - 11:13 AM

Proclamation

Jewish Heritage Month

May 2023

Whereas the Jewish population of British Columbia and in the City of Richmond reflects the rich and varied history of the Jewish people comprising a population tracing its origins to many different parts of the world and embracing the many different traditions and practices within Judaism

Whereas Statistics Canada notes that the Jewish population in the country is approximately 400,000 people, more than 1% of the total Canadian population, making it the fourth-largest Jewish population in the world

Whereas the Jewish community has a long and proud history in Canada and has made significant contributions to the wellbeing, growth and prosperity of Canada while overcoming tremendous obstacles

Whereas Jews have excelled in a wide range of endeavours including the arts, sciences, the law, architecture, media, finance, entertainment and business significantly contributing to Canadian life

Whereas the month of May is meaningful for the Jewish community around the world

Whereas in 2018 Parliament adopted Bill S-232 "An Act respecting Canadian Jewish Heritage Month" designating the month of May as Canadian Jewish Heritage Month thereby recognizing the important contributions that Jewish Canadians have made to Canada's social, economic, political and cultural fabric

Whereas Parliament declared that the Canadian Jewish Heritage Month would provide an opportunity to remember, celebrate and educate future generations about the inspirational role that Jewish Canadians have played and continue to play in communities across the country

B'nai Brith, a Jewish human rights organization that has been active nationally in Canada since 1875, has invited municipalities, school boards and other public agencies to enhance Parliament's declaration of the Canadian Jewish Heritage Month by adopting their own motions and promoting the celebration of the heritage month within their territory each May.

Therefore be it resolved that, I, Justin Towndale, do hereby proclaim the month of May as "Jewish Heritage Month" in the City of Cornwall.

Justin Towndale
Mayor



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Corporate Services
Division: Clerk's Division
Report Number: 2023-97-Corporate Services
Prepared By: Jenelle Malyon, Deputy Clerk
Meeting Date: April 24, 2023
Subject: Proclamation – Rotary Club of Cornwall Sunrise Supports
Newly Arrived Ukrainian Cornwall Residents

Purpose

To proclaim the week of May 8 to 14, 2023, as “Rotary Club of Cornwall Sunrise Supports Newly Arrived Ukrainian Cornwall Residents” week in the City of Cornwall.

Recommendation

That Council proclaim the week of May 8 to 14, 2023, as “Rotary Club of Cornwall Sunrise Supports Newly Arrived Ukrainian Cornwall Residents” in the City of Cornwall, and that the Ukrainian flag be flown at 340 Pitt Street.

Background / Discussion

The Rotary Club of Cornwall Sunrise has been working with Ukrainian refugees and Ukrainian Cornwall residents. It is requesting that the City of Cornwall support them in bringing Ukrainians together and celebrate their culture.

The Ukrainian Flag will be flown at 340 Pitt during the week of May 8 to 14, 2023.

Document Title:	Proclamation - Rotary Club of Cornwall Sunrise Supports Ukraine - 2023-97-Corporate Services.docx
Attachments:	- Request Rotary Club Sunrise Supports Newly Arrived Ukrainian Cornwall Residents.pdf
Final Approval Date:	Apr 20, 2023

This report and all of its attachments were approved and signed as outlined below:

Manon L. Levesque - Apr 17, 2023 - 3:08 PM

Geoffrey Clarke - Apr 20, 2023 - 9:56 AM

Mark A. Boileau - Apr 20, 2023 - 11:26 AM

From: [Jenelle Malyon](#)
To: [Jenelle Malyon](#)
Subject: FW: New Response Completed for Request Proclamation - Flag-Raising - Lights
Date: April-14-23 2:28:32 PM

From: noreply@esolutionsgroup.ca <noreply@esolutionsgroup.ca>
Sent: Sunday, March 19, 2023 2:41 PM
To: Manon Levesque <MLevesque@cornwall.ca>
Subject: New Response Completed for Request Proclamation - Flag-Raising - Lights

External E-Mail

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello,

Please note the following response to Request Proclamation - Flag-Raising - Lights has been submitted at Sunday March 19th 2023 2:37 PM with reference number 2023-03-19-016.

- **Your name:**
Jennifer Dee Deschamps
- **Your organization:**
Rotary Club of Cornwall Sunrise
- **Phone number:**
6138611042
- **Email address:**
deschampsjennifer2@gmail.com
- **Your special event:**
Ukrainian Dinner and Dance
- **Date(s) of the event:**
Saturday, May 13th, 2023
- **My organization is interested in...**
Flag-Raising, Lights at Fountain
- **Requested date(s) and time for flag-raising:**
Week of Monday, May 8th to Sunday, May 14th
- **Requested City representative(s) for flag-raising:**
Cornwall, Ontario

- **Requested colours for Fountain:**

Blue and Yellow

- **Requested dates to have these colours in place:**

Week of Monday, May 8th to Sunday, May 14th

- **Any additional comments? Please include a link to more information if possible.**

The Rotary Club of Cornwall Sunrise has been working with Ukrainian refugees and Ukrainian Cornwall residents. We asked what we could do for them, and they said bring Ukrainians together to celebrate their culture. On their behalf, we are sponsoring a Ukrainian Evening (Dinner and Dance). They will prepare the meal and provide entertainment. That being said, all Cornwall residents are welcome. For more information about the evening feel free to contact me.

[This is an automated email notification -- please do not respond]



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Corporate Services
Division: Clerk's Division
Report Number: 2023-55-Corporate Services
Prepared By: Jenelle Malyon, Deputy Clerk
Meeting Date: April 24, 2023
Subject: Proclamation – Seaway Valley Soccer Club Spring Kick Off

Purpose

To proclaim May 6 and 7, 2023, as “2023 Seaway Valley Soccer Club Soccer Days” in the City of Cornwall.

Recommendation

That Council proclaim May 6 and 7, 2023, as “2023 Seaway Valley Soccer Club Soccer Days” in the City of Cornwall.

Background / Discussion

The Seaway Valley Soccer Club will be playing, as well as hosting over three hundred (300) soccer players during the weekend of May 6 and 7, 2023, as it holds its Second Annual SVSC Spring Kick Off Soccer Festival.

Document Title:	Proclamation - Seaway Valley Soccer Club Spring Kick Off - 2023-55-Corporate Services.docx
Attachments:	- Proclamation Seaway Valley Soccer Club Soccer Days. docx.docx - Seaway Valley Request email.pdf
Final Approval Date:	Apr 18, 2023

This report and all of its attachments were approved and signed as outlined below:

Manon L. Levesque - Apr 17, 2023 - 3:07 PM

Geoffrey Clarke - Apr 18, 2023 - 10:26 AM

Mark A. Boileau - Apr 18, 2023 - 11:23 AM



Office of the Mayor / Cabinet du Maire
P.O. Box/C.P. 877, Cornwall, Ontario K6H 5T9
Tel: 613 930-2787, extension/poste 2327
Facsimile: 613 932-8145
Email/Courriel: jtowndale@cornwall.ca

Proclamation

Seaway Valley Soccer Club Soccer Days

May 6-7, 2023

Whereas Seaway Valley Soccer Club’s mission is to create an inclusive, safe, responsible and educational pathway for all SVSC participants and nurture within each participant a love of the game while developing them as people first and player second.

Whereas the Seaway Valley Soccer Club is a non-profit organization operating two competitive programs, known as the Blazers and the Coyotes, in addition to a recreational program, in which hundreds of local area kids participate.

Whereas in 2022 after a difficult period for youth sports during and after the pandemic, SVSC wanted to bring more opportunities to the youth in our region to participate in a fun Mini Festival as a pre-cursor to the summer season.

Whereas the 2nd Annual SVSC Spring Kick Off Mini Festival is taking place on May 6th and 7th, 2023.

Now therefore be it resolved that I, Justin Towndale, Mayor of the City of Cornwall, do hereby proclaim May 6th and May 7th, 2023, as “Seaway Valley Soccer Club Soccer Days” in the City of Cornwall.

Justin Towndale
Mayor

Jenelle Malyon

From: Manon Levesque
Sent: February-14-23 10:54 AM
To: Jenelle Malyon
Subject: FW: New Response Completed for Request Proclamation - Flag-Raising - Lights

Categories: COUNCIL DOCS

Hi Jenelle,

Can you please prepare this Proclamation?

Thanks.

Sincerely,

Manon L. Levesque (She/Her)

City Clerk

Corporate Services



360 Pitt Street

Cornwall, Ontario, K6J 3P9

T: 613-930-2787 ext.2316



The contents of this message may contain confidential and/or privileged subject matter. If this message has been received in error, please return to sender and delete all copies. Thank you.

Le contenu de ce message est de nature confidentielle et/ou information privilégiée, envoyé à l'intention exclusive de son ou de ses destinataires. Si vous recevez ce message par erreur, veuillez retourner à l'expéditeur par courriel et supprimer ce message et tout document joint de votre système. Merci.

From: noreply@esolutionsgroup.ca <noreply@esolutionsgroup.ca>
Sent: Tuesday, February 14, 2023 9:31 AM
To: Manon Levesque <MLevesque@cornwall.ca>
Subject: New Response Completed for Request Proclamation - Flag-Raising - Lights

[External E-mail]

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello,

Please note the following response to Request Proclamation - Flag-Raising - Lights has been submitted at Tuesday February 14th 2023 9:29 AM with reference number 2023-02-14-004.

- **Your name:**
Jason Riley
- **Your organization:**
Seaway Valley Soccer Club (SVSC)
- **Phone number:**
613-330-4784
- **Email address:**
secretary@svsc.ca
- **Your special event:**
SVSC Spring Kick Off
- **Date(s) of the event:**
May 6 & 7 2023
- **My organization is interested in...**
Proclamation at Council
- **Requested text for proclamation:**
The Seaway Valley Soccer Club will be playing hosting to over 300 youth soccer players over the May 6 and 7 weekend as we hold our 2nd annual SVSC Spring Kick Off soccer festival. The Seaway Valley Soccer Club is requesting that city council declare May 6 & 7, 2023 SVSC Soccer Days in the city of Cornwall.
- **Requested date for proclamation (council is held the 2nd and 4th Monday of each month with the exception of March, July and August):**
April 24, 2024
- **Any additional comments? Please include a link to more information if possible.**
<https://www.svsc.ca/spring-kickoff>

[This is an automated email notification -- please do not respond]



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Corporate Services
Division: Clerk's Division
Report Number: 2023-105-Corporate Services
Prepared By: Manon Levesque, City Clerk
Meeting Date: April 24, 2023
Subject: Petition – Traffic on Twelfth Street East

Purpose

To present Council with a Petition for traffic issues on Twelfth Street East.

Recommendation

That this request be referred to Administration for a report.

Background / Discussion

A Petition has been submitted by the residents of Twelfth Street East between Sydney and Ontario Streets requesting for measures to reduce speed such as a Stop Sign at the intersection of Twelfth Street East and Gretchen Court and increased enforcement and restricting heavy vehicle traffic.

Document Title:	Petition - Traffic on Twelfth Street East - 2023-105-Corporate Services.docx
Attachments:	- Petition Traffic on Twelfth Street East_Redacted.pdf
Final Approval Date:	Apr 20, 2023

This report and all of its attachments were approved and signed as outlined below:

Geoffrey Clarke - Apr 20, 2023 - 9:53 AM

Mark A. Boileau - Apr 20, 2023 - 11:13 AM

Cornwall
ONTARIO CANADA

Petition Form

To: The Council of the City of Cornwall

360 Pitt Street
Cornwall, Ontario
K6J 3P9

From: Mike Léger
132 Twelfth St E
Cornwall, ON
K6H6S7

Whereas:

I am writing to bring to your attention the issue of speeding vehicles and heavy trucks on Twelfth Street E, between Sydney and Ontario streets. Not only do these vehicles pose a serious safety hazard to pedestrians and other drivers, and to the Day Care, but they also create a significant noise nuisance for residents, and a potential structural risk to our homes.

As you may be aware, the speed limit in our neighborhood is frequently ignored by drivers, and the presence of heavy trucks has only exacerbated the problem. This has led to an increase in the number of near misses, in particular at the corner of Twelfth St. E and Gretchen Court.

Furthermore, the noise generated by these vehicles has become a significant source of disturbance for those who live in the area. This noise pollution can lead to health problems, sleep disturbances, and decreased quality of life for residents.

I/We the undersigned, Petition the Council of the City of Cornwall as follows:

We are urging the City Council to take action to address this issue by implementing measures such as the installation of STOP signs on Twelfth St. E at the intersection of Gretchen Court, increased enforcement of speed limits, and potentially restricting truck routes. We feel these measures will help to ensure the safety of our community and improve the overall quality of life for residents.

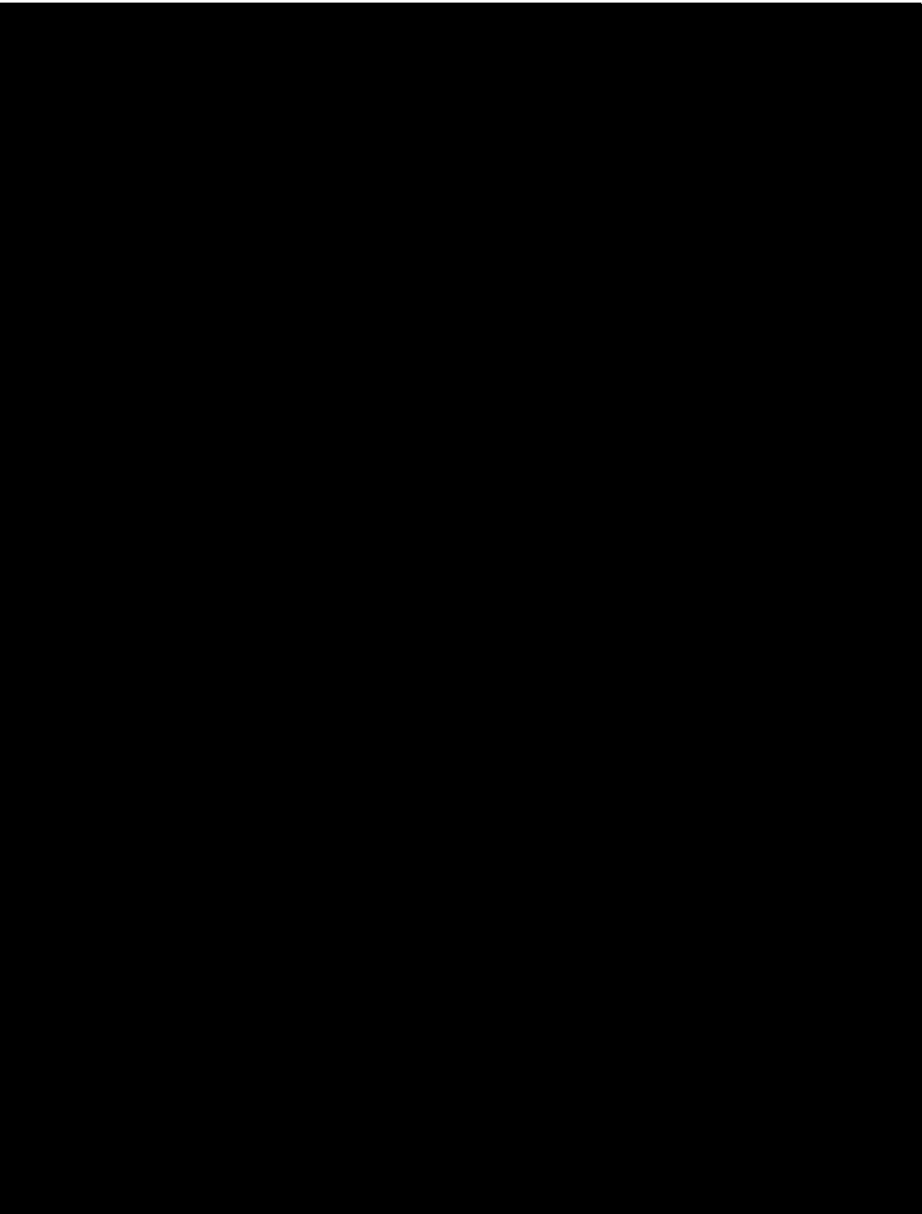
Name
Mike Léger
Sue Cuerrier
Maurice Cuerrier
Kevin Rodford

By signing this Petition, I hereby acknowledge that this Petition will become a public document at City Hall and that all information contained in it will be subject to the scrutiny of the City and will be publicly available. Questions about the collection and disclosure of personal information contained in this Petition should be directed to the City Clerk, 360 Pitt Street, Cornwall, Ontario, K6J 3P9, 613-932-6252, clerk@cornwall.ca.

1 of 4 gm

We are urging the City Council to take action to address this issue by implementing measures such as the installation of STOP signs on Twelfth St. E at the intersection of Gretchen Court, increased enforcement of speed limits, and potentially restricting truck routes. We feel these measures will help to ensure the safety of our community and improve the overall quality of life for residents.

Name
Madelaine 137
Pierre Asselin
Charles Durab
Alycia Saube
GERALD LEVAC
MELANIE GAGNE
KENNETH J. JOSEFS
Kathy Bisson
Gilles Bisson
John Bowers
Cathy Bourgon
REV. MARTIN
Vanajah manhattan
ERNEST BISSON



By signing this Petition, I hereby acknowledge that this Petition will become a public document at City Hall and that all information contained in it will be subject to the scrutiny of the City and will be publicly available. Questions about the collection and disclosure of personal information contained in this Petition should be directed to the City Clerk, 360 Pitt Street, Cornwall, Ontario, K6J 3P9, 613-932-6252, mlevesque@cornwall.ca.

2 of 4 gm

Cornwall
ONTARIO CANADA

Petition Form

To: The Council of the City of Cornwall
360 Pitt Street
Cornwall, Ontario
K6J 3P9

From: Mike Léger
132 Twelfth St E
Cornwall, ON
K6H6S7

Whereas:

I am writing to bring to your attention the issue of speeding vehicles and heavy trucks on Twelfth Street E, between Sydney and Ontario streets. Not only do these vehicles pose a serious safety hazard to pedestrians and other drivers, and to the Day Care, but they also create a significant noise nuisance for residents, and a potential structural risk to our homes.

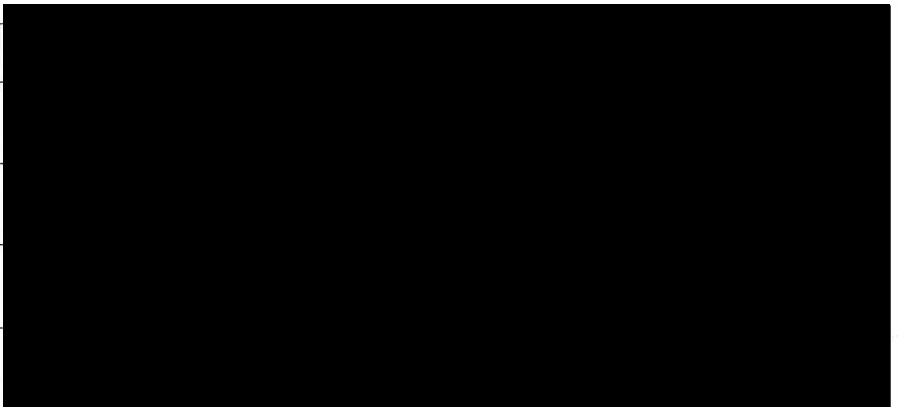
As you may be aware, the speed limit in our neighborhood is frequently ignored by drivers, and the presence of heavy trucks has only exacerbated the problem. This has led to an increase in the number of near misses, in particular at the corner of Twelfth St. E and Gretchen Court.

Furthermore, the noise generated by these vehicles has become a significant source of disturbance for those who live in the area. This noise pollution can lead to health problems, sleep disturbances, and decreased quality of life for residents.

I/We the undersigned, Petition the Council of the City of Cornwall as follows:

We are urging the City Council to take action to address this issue by implementing measures such as the installation of STOP signs on Twelfth St. E at the intersection of Gretchen Court, increased enforcement of speed limits, and potentially restricting truck routes. We feel these measures will help to ensure the safety of our community and improve the overall quality of life for residents.

Name
<i>Hélène Bissannette</i>
<i>André Delorme</i>
<i>Royal Desrosiers</i>
<i>Ashley Bernardino</i>



By signing this Petition, I hereby acknowledge that this Petition will become a public document at City Hall and that all information contained in it will be subject to the scrutiny of the City and will be publicly available. Questions about the collection and disclosure of personal information contained in this Petition should be directed to the City Clerk, 360 Pitt Street, Cornwall, Ontario, K6J 3P9, 613-932-6252, clerk@cornwall.ca.

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Name	[Redacted]	
<i>G Jones</i>		
<i>Luc Ray</i>		
<i>Guyaine Cottrell</i>		
<i>Karin Reiz</i>		
<i>Don Perry</i>		
<i>W. L. L...</i>		

By signing this Petition, I hereby acknowledge that this Petition will become a public document at City Hall and that all information contained in it will be subject to the scrutiny of the City and will be publicly available. Questions about the collection and disclosure of personal information contained in this Petition should be directed to the City Clerk, 360 Pitt Street, Cornwall, Ontario, K6J 3P9, 613-932-6252, mlevesque@cornwall.ca.

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The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Corporate Services
Division: Clerk's Division
Report Number: 2023-107-Corporate Services
Prepared By: Manon Levesque, City Clerk
Meeting Date: April 24, 2023
Subject: Terms of Reference – Senior Friendly Community Committee

Purpose

To present Council with the updated Terms of Reference for Senior Friendly Community Committee.

Recommendation

That Council approve the Terms of Reference for the Senior Friendly Community Committee as presented.

Background / Discussion

Corporate Services is undertaking a review of all Terms of Reference for Council Committees in order to provide consistent format and content.

The Terms of Reference for the Senior Friendly Community Committee have been amended to follow the said format.

The main changes contained in this amended document refer to the Composition of Committee. Whereas the current Terms of Reference call for “a maximum of 15 members”, the proposed Terms of Reference call for “two lay members” and “five community representatives”, one from each of the following organizations: Seaway Valley Community Health Centre, Centre de Santé Communautaire de l’Estrie, Seaway Senior Citizens Club, Centre Charles-Émile Claude, and the Champlain Local Health Integration Network.

Document Title:	Terms of Reference - Senior Friendly Community Committee - 2023-107-Corporate Services.docx
Attachments:	- FINAL Senior Friendly Terms of Reference Term 2023-2026 (002).docx
Final Approval Date:	Apr 20, 2023

This report and all of its attachments were approved and signed as outlined below:

Geoffrey Clarke - Apr 20, 2023 - 9:54 AM

Tracey Bailey - Apr 20, 2023 - 12:05 PM

Mark A. Boileau - Apr 20, 2023 - 1:10 PM



Senior Friendly Community Committee

Terms of Reference

April 2023

1. Mandate

The primary mandate of the Senior Friendly Community Committee is to assist in the implementation of the Senior Friendly Implementation Plan.

This Senior Friendly Community Implementation Plan has identified specific, practical recommendations for the City of Cornwall that will ensure we remain a safe, affordable, accessible, and enjoyable city for everyone.

2. Composition of Committee and Membership Eligibility

Membership of the Senior Friendly Community Committee will include:

- Two (2) members of Council appointed by the Mayor and approved by Council and shall be voting members.
- Five (5) community representatives as recommended by the Lay Appointments Committee and approved by Council and shall be voting members, one from each of the following organizations:
 - Seaway Valley Community Health Centre
 - Centre de Santé Communautaire de l'Estrie
 - Seaway Senior Citizens Club
 - Centre Charles-Émile-Claude
 - Champlain Local Health Integration Network
- Two (2) lay members as recommended by the lay Appointments Committee and approved by Council and shall be voting members.
- Two (2) internal staff resources who shall not be voting members shall include:
 - Recreation Coordinator
 - Recording Secretary

3. Term of Membership

The Senior Friendly Community Committee will be appointed for the term of Council.

4. Role of the Committee Members and Meeting Procedures

4.1 Role

The role of the Senior Friendly Community Committee is to provide Council with practical recommendations for the City of Cornwall that will ensure it remains safe, affordable, accessible, and enjoyable city for everyone.

The focus areas outlined in the Senior Friendly Community Implementation Plan are:

- Communication and Information
- Outdoor Spaces and Public Buildings
- Housing
- Social Participation
- Respect and Social Inclusion
- Transportation
- Civic Participation and Employment
- Community Support and Health Services

4.2 Responsibility of the Chair

A Chair will be elected from the Committee's voting membership at the first meeting of the term.

In the absence of the Chair, the members in attendance, shall appoint one of those members to act as Chair of the meeting.

- Sets the agenda with staff for each meeting.
- States the purpose of each meeting to members and explains the agenda at the beginning of each meeting.
- Clarifies and summarizes what is transpiring throughout each meeting.
- Keeps the meeting running by implementing time limits on each agenda item and strives to keep all meetings to two hours or less.
- Encourages broad participation from members.
- Ends each meeting with a summary of decisions and assignments.

4.3 Responsibilities of Committee Members

- Understand the goals, objectives, and desired outcomes of the Senior Friendly Community Implementation Plan.
- Understand and represent the interests of their respective organization or reference group, and the seniors of the City of Cornwall.
- Act on opportunities to communicate positively about its initiatives.
- Actively participate in meetings through attendance, discussion, and review of minutes, papers, and other documents.
- Support open discussion and debate

4.4 Responsibilities of Internal Staff Resources (Non-Voting Members)

- Ensure that agendas and supporting materials are delivered to members in advance of meetings.
- Verify that the initiatives stay aligned with the Council approved Senior Friendly Community Implementation Plan.
- Ensure initiatives make good use of assets.
- Assist with resolving strategic level issues and risks.
- Consider changes to the recommendations with an impact on timelines and budget.
- Check that the initiatives make sensible financial decisions – especially in procurement and in responding to issues, risks, and proposed changes.
- Assess progress.
- Provide advice and guidance on issues on achieving the objectives of the Senior Friendly Community Implementation Plan.
- Use influence to assist in achieving the outcomes of the Senior Friendly Community Implementation Plan.

4.5 Meetings

The Committee will meet six (6) times per year (or as required). The Chair may call additional meetings as required or deemed appropriate. Meetings will take place at a City boardroom, or any other designated facility, as needed.

4.6 Notice

Notice of each meeting confirming the venue, date, and time, shall be forwarded electronically to each member of the Committee and any other person required to attend at least three days in advance of the meeting.

Meeting Package

A meeting package shall include:

- Agenda for upcoming meeting
- Minutes of previous meeting
- Any other documentation to be considered at the meeting

The Agenda shall also be posted on the City's website.

4.7 Quorum

A quorum shall consist of a majority of the voting members of the Committee who are in attendance.

4.8 Motions

Decisions of the Committee shall be by majority votes of the voting members in attendance.

4.9 Committee By-law

This Committee is subject to the City of Cornwall's Committees By-law.

4.10 Code of Conduct

This Committee is subject to the City of Cornwall's Code of Conduct.

4.11 Public

- Members of the public are welcome to attend Committee meetings as observers but shall not have an opportunity to speak or participate.
- Members of the public are encouraged to talk to staff directly if they have concerns or need information.
- Except as provided in the *Municipal Act, 2001*, all meetings shall be open to the public.

5. Resources and Budget

5.1 Members of the Committee shall provide the resources, as required.

5.2 City Council establishes an annual budget for the Committee.

6. Reporting

- 6.1 Minutes shall be prepared and maintained by administrative staff, and a copy shall be provided to the Office of the City Clerk for retention purposes.
- 6.2 The Committee will present an Annual Report to Council in the Fall.
- 6.3 The Committee may make recommendations to Council on matters that have been referred to this Committee for review or as items may arise.

X

Manon Levesque
City Clerk

X

Geoff Clarke
General Manager, Corporate Services

X

Tracey Bailey
General Manager, Financial Services

X

Mark Boileau
Chief Administrative Officer - Interim



The Corporation of the City of Cornwall
Regular Meeting of Council
Resolution

Department: Corporate Services
Division: Clerk's Division
Resolution Number: 2023-07
Report Number: 2023-109-Corporate Services
Meeting Date: April 24, 2023
Subject: Good Roads Board of Directors

Whereas, for 129 years, the Ontario Good Roads Association – now simply “Good Roads” – has been dedicated to improving municipal roads and associated infrastructure in Ontario; and

Whereas today, Good Roads has 417 municipal members and 18 First Nations members; and

Whereas Good Roads exists to connect our members to each other, to other levels of government, to academia and to relevant private sector interests; and

Whereas Good Roads provides its members with training, knowledge, political advocacy and solutions to their most pressing problems. This work is important because the management of roads and transportation are changing faster than ever; and

Whereas Mayor Justin Towndale has put his name forward as a qualified individual to sit on this Board; and

Whereas Mayor Justin Towndale has been appointed to the Good Roads Board of Directors for a two-year term.



Now be it resolved that the Council of The Corporation of the City of Cornwall endorse Mayor Justin Towndale's appointment as a Director to the Board of Good Roads for a two-year term.

I, Manon L. Levesque, City Clerk for The Corporation of the City of Cornwall, do hereby certify that the above is a true copy of Resolution Number 2023-07 enacted by Council on Monday, April 24, 2023.

Manon L. Levesque
City Clerk



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Planning, Development and Recreation
Division: Planning
Report Number: 2023-34-Planning, Development and Recreation
Prepared By: James Fawthrop, General Manager, Planning, Development and Recreation, Lisa Smith, Manager, Housing Services, and Mellissa Morgan, General Manager, Human Services and Long-Term Care
Meeting Date: April 24, 2023
Subject: Vacant Land Use – 504 Fourth Street East (Former Bob Turner/Joe St. Denis Field)

Purpose

To provide Council with an update on previous discussions regarding the future use of vacant land at 504 4th St. East (Former Bob Turner/Joe St. Denis Field).

Recommendation

That Council approve the designation of municipally owned vacant land located at 504 Fourth Street East for a future affordable housing development.

Financial Implications

None, at this time (related to the housing development).

Strategic Priority Implications

This project aligns with Council's Strategic Plan to grow quality housing stock, including affordable housing.

Background / Discussion

As a mandate of the Ministry of Municipal Affairs and Housing, the City (as Service Manager) was required to complete a Ten-Year Housing Plan and subsequently a Five-Year Update to that original Plan. Following a presentation to Council on July 8, 2019, the Five-Year Update was approved by council at the August 12, 2019 meeting.

As a recommendation from the Five-Year Update, on October 13, 2020, Council approved The Cornwall SD&G Housing Revitalization Plan (the Plan) which identified that the most resource intensive component of providing housing is capital investment required to create new housing (Council report # 2020-226-Social and Housing Services). This includes land which can be a great cost component to the overall cost of development.

To translate the above strategy into achievable projects, the housing needs were further dissected across two five-year periods – 2021 to 2026 and 2027 to 2031. The existing sites and potential new sites in the Cornwall and SDG areas were reviewed for constraints and opportunities to developing new units through additions to the existing site, demolishing existing and building new or building new units in a greenfield site. As part of reviewing constraints and opportunities, sites that allowed shovel ready projects considering current site conditions and applicable regulations were identified. A list of potential projects was identified, including municipally owned vacant lands at 504 4th St. East and the corner of Ninth St. and McConnell in Cornwall.

The Plan also pointed to a clear consensus emerging for more affordable housing units suitable for families and individuals in all stages of life and of varying financial standing. Development on municipally owned vacant land could address a good portion of those needs. Results also showed that there is a preference for creating self sufficient communities with public services and amenities such as recreational, healthcare, and educational facilities.

Furthermore, the housing needs assessment showed that, approximately 740+ units will be required in the Cornwall and SDG area by 2031. Over 40% of the identified housing needs will be in the City of Cornwall.

To make projects more viable and to support diversified communities, as indicated above, we have determined that at least 30% of any development

should be at or near market rent. In addition, since COVID, we anticipate that the 740+ units that were originally identified are now under understated.

Total Affordable Units Required (by 2031 – from the Plan)	741
Total Affordable Units Required (post COVID 20% est. increase)	889
Total % Required in Cornwall (40%)	356
Additional Units – Market/Near Market Rent (+30%)	106
Total Units Required in Cornwall (by 2031)	462

In early 2022, the Ministry of Municipal Affairs and Housing adopted a Community Housing Renewal Strategy (CHRS) which outlined a plan to work with municipalities, non-profits, and housing co-ops to stabilize and grow the community housing sector. There have also been other Ministry reports and action plans that have addressed the need for more housing in Ontario.

According to the Ontario Housing Affordability Task Force Report (Feb. 2022), “While the affordability crisis began in our large cities, it has now spread to smaller towns and rural communities.”

“Time is of the essence. Building housing now is exactly what our post-pandemic economy needs.”

“Resolving a crisis requires intense focus and a clear goal.”

As part of this report, it also identifies that undeveloped land inside and outside existing municipal boundaries must be part of the solution, particularly in northern and rural communities.

On May 5, 2022, as part of continued action from our Plan, City Council passed a resolution and approved the Declaration of an Affordable Housing Crisis. That report indicated, amongst other things, that Administration provide City Council with what it will take to implement more aggressive targets and a framework for action, in order to:

- preserve and increase the affordable housing supply,
- increase access to housing affordability,
- ensure people are supported to achieve housing stability and long-term housing retention; and
- that Administration be directed to develop a long-range financial plan to meet the targets as set out in the Housing Revitalization Plan.



Additionally, on May 24, 2022, Council received the final report and recommendations from the Mayor's Housing Task Force (Council Report # 2022-17-CAO). One of the recommendations within that report was to "Support and endorse the recommendations made in the Housing Revitalization Plan, as previously approved by Council."

In late 2022, to support the ambitious goals laid out in the local Five-Year Housing Update, the Housing Revitalization Plan, and the 4 separate regional Housing Reports (including the Mayor's Task Force), there was a recognized need to form a Working Group to be tasked with developing and realizing common strategies and priorities related to affordable housing.

The Affordable Housing Progress and Development Collaborative (A HOME) was created to improve service integration, which will promote positive development in the City of Cornwall, Stormont, Dundas and Glengarry housing and homelessness situation. To ensure maximum effectiveness of the Collaborative, membership is comprised of a cross-sector of disciplines from amongst the City and Counties staff, who share the vision of increasing housing opportunities across the region. To the best of our knowledge, this has been the first committee of its kind with 100% collaboration from across the geographic region.

Amongst the Collaborative's first tasks has been to identify all municipally owned vacation lands across the City of Cornwall and S.D.&G. that could be designated for future affordable housing projects. To prepare for a long-term strategic development, it is imperative to begin work early to identify potential lands. Considerable time savings can be realized by pre-qualifying the land to make it "shovel-read" when funding becomes available.

In the 2023 budget, Council approved the hiring of a consultant to complete a long-term housing development strategy. This will be completed in the latter half of 2023, once all Councils have approved the designation of lands suitable for affordable housing.

This initiative also aligns with the Eastern Ontario Warden's Caucus (EOWC) priority of affordable and attainable housing, which includes their '7 in 7' Regional Housing Plan. This plan proposes building at least 7,000 community rental units over seven years across the EOWC region to address housing wait lists. Using a mixed-model approach, the '7 in 7' plan has the added benefit to bring on 21,000 additional market rate units. This would total 28,000 housing units.



As per the Housing Revitalization Plan, some municipally owned lands were identified as suitable for affordable housing developments. Administration met to review options that currently exist within the city.

Initial reviews of municipally owned vacant land indicate that there will not be enough municipally owned land to meet our development needs. As not all lands are suitable for affordable housing, as we reviewed existing vacant lands, we considered the following:

- approximation to existing amenities, resources, and services (ie, grocery stores, hospitals, schools, churches, recreation facilities, etc.)
- situated on a transit route
- enough square footage to develop a diverse housing community that includes mixed income profiles (including better tenant support)
- operational efficiencies (ie, economies of scale when developing, ongoing maintenance, better tenant support)

Future Plans

504 4th St. East (Former Bob Turner/Joe St. Denis Field)

The Council approved Housing Revitalization Plan identified the subject lands as potential for future affordable housing.

504 Fourth St. East, Cornwall - Full municipal water and sanitary sewer servicing is available to the site with adequate capacity to accommodate mid to higher density residential development. The site is served by a bus route and stop located directly adjacent to the north side of the site on 4th Street East. The site is centrally located within Cornwall's core area and enjoys a high level of pedestrian access to commercial services and amenities on 2nd Street and the Downtown. Being located within the City of Cornwall, the site has excellent access to potential jobs in the region's main hub of employment.

The future housing development would be called, **Bob Turner Court** which preserves the naming of the previous athletic site.

The future development would also contain designated parkland (as identified in the Recreation Master Plan) which would be called, **Joe St. Denis Park** thus preserving the naming of the previous field.

Both dedications would continue to honour the hard work and commitment of these citizens to the City of Cornwall.

Lastly, as we move forward with the development of this property (and future properties), we would also consider the addition of commercial space to provide for other amenities (ie, doctor's office, community room, childcare, etc.).

Aligning with the Recreation Master Plan

Relocation of Existing Football Field

The subject property was formerly the City's main recreation hub consisting of the Bob Turner Memorial Centre, two outdoor tennis courts, 4 ball fields, and one football field named Joe St. Denis Field. Currently, Joe St. Denis Field, is the only recreation amenity that remains on the property.

Prior to the closure and demolition of the Bob Turner Memorial Centre, the 2009 Recreation Master Plan, originally identified the potential relocation of the football field as an option for future consideration. The 2009 Plan states that the local football club requested improvements to the field and the field house and identified the poor condition of the field as being due to extensive use. The City has since constructed temporary change rooms and washroom facilities on site using three portable classroom structures.

Today, the condition of the field remains an ongoing challenge. In order to improve field conditions, field use is limited to only the local minor football association programming and a charity high school football game in the Fall. The overhead field lighting is in poor condition, does not provide adequate light levels and requires replacement. Staff have been hesitant to proceed with capital recreation infrastructure investments at the field, such as new overhead lighting, due to the uncertainty surrounding the future use of the property.

The relocation of Joe St. Denis Field is also identified in the recently adopted Recreation Master Plan Update (RMP, April 2021) as recommendation #38:

Install a multi-use artificial turf field with lights at the Benson Centre. The field should be thoughtfully located to benefit from the shared parking and support amenities within the recreation centre. This project should coincide with the removal of the football field from Joe St. Denis Park, for which future use options should be evaluated further.

The community feedback collected as part of the development of RMP (April 2021), identified 44% supported investment in an outdoor artificial turf field that could accommodate football and other field sports. Some local sports organizations are supportive of an artificial turf field as this would extend the

season, allow for play during all weather conditions, and create new opportunities (e.g., youth flag football league). However, the Cornwall Minor Football Association (CMFA) has stated that they would prefer to maintain the current field location as well as its natural turf condition and maintain the current restrictions on its use. The CMFA is aware of the field's deficiencies and have been in ongoing discussions with City administration for several years seeking to improve field turf conditions and identified the need for new overhead field lighting. Each season the CMFA and its members volunteer considerable amounts of time to improve the conditions of the existing turf field by applying topsoil over dressing, seeding, and watering efforts.

The recent trends for municipal football fields in the public recreation sector favour artificial turf over natural grass turf, as artificial turf fields can accommodate at least three times as much use as a typical grass field.

There is an opportunity to consolidate some sports fields at the Benson Centre, which would improve operations and convenience, and free-up existing sites for other purposes. The lands immediately north of the Benson Centre were originally intended to support two grass soccer fields; preliminary investigation suggests that this area has sufficient space to accommodate one large multi-use field that can be used for a variety of sports, which should be designed to maximum dimensions and have football/rugby uprights to allow the greatest flexibility. Such a project would allow the City to re-allocate football rentals away from Joe St. Denis Field, which has below average turf quality, temporary washrooms/change rooms, and limited parking. In addition, the City has recently acquired lands formerly owned by CN Rail adjacent to the Benson Centre for the future expansion of recreation amenities onsite.

The updated RMP (April 2021) prioritizes its recommendations and specifies an approximate timing for each recommendation. The specified order of priority and timing of the recommended actions contained with the updated RMP are organized into the following categories:

- High Priority: Immediate attention is strongly suggested during the timeframe recommended. (2021 to 2023)
- Medium Priority: Attention is required when high priority actions have been initiated or completed, or when suitable partners have been identified for funding. (2024 to 2026)
- Lower Priority: Attention is required when high and medium priority actions have been initiated/completed. (2027 and beyond)

Recommendation #38 within the updated RMP, identified the relocation of Joe St. Denis Field to the Benson Centre site as “medium priority”.

The updated RMP also mentions that a portion of the existing Bob Turner/Joe St. Denis Field site be retained, after the relocation of the field, for the development of a new neighbourhood park. The RMP identified a shortage of neighbourhood park space within the limits of the City’s historic “square mile” area, as this area of the City is currently underserved from a neighbourhood park space perspective.

As part of the affordable housing long-term development plan, a centrally located area within the site will include the development of a new neighbourhood park, which would align with the recommendations of the RMP and would serve the residents of the new housing development as well as existing residents in the surrounding area.

In addition to what was previously listed above, when planning a housing community development, other affordable construction factors should also be taken into consideration, such as:

- Densification of the exiting property (including height limitations)
- Utility constraints
- Alignment with Official Site Plan requirements

To consider utilizing additional land for more park space, above what is identified in the RMP, would:

- Reduce the # of units that could be developed on the subject property (which does not align with the Housing Revitalization Plan).
- Reduce the opportunity to potentially partner with other non-profit/social service resources (to provide onsite resources to tenants).
- Create additional costs related to site plan design and potential complications and development delays, to ensure that the site is fully reviewed for multi-use development (beyond just community housing).

Other Financial Considerations

Further to this report, Council may wish to consider an annual contribution to reserves, commencing in 2024, to ensure adequate funding is available to commence/complete the relocation of the football field to coincide with the future housing development plans of the site.

Additional funding may need to be borrowed to cover the overall cost of the new football field. The cost to construct an artificial turf football/soccer field complete



with overhead lighting, and subsurface drainage and irrigation systems is estimated to be approximately \$3 million.

Accessibility Impact

Future development would meet or exceed requirements in the Ontario Building Code.

Document Title:	Vacant Land Use - 504 4th St. (Bob Turner Site) - 2023-34-Planning, Development and Recreation.docx
Attachments:	
Final Approval Date:	Apr 19, 2023

This report and all of its attachments were approved and signed as outlined below:

Lisa Smith - Apr 18, 2023 - 10:47 AM

Mellissa Morgan - Apr 18, 2023 - 10:48 AM

James Fawthrop - Apr 18, 2023 - 4:47 PM

Tracey Bailey - Apr 18, 2023 - 10:17 PM

Mark A. Boileau - Apr 19, 2023 - 8:33 AM



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Planning, Development and Recreation
Division: Parks and Recreation
Report Number: 2023-32-Planning, Development and Recreation
Prepared By: James Fawthrop, General Manager, Planning, Development and Recreation
Meeting Date: April 24, 2023
Subject: Cornwall Youth Space

Purpose

To provide Council with information on a proposal to develop a “Youth Space” at 504 Fourth St. E. (former site of the Bob Turner Memorial Centre)

Recommendation

That Council approve the development of a teen focused Youth Space(s) at Lamoureux Park or Mattice Park or combination of both parks.

Financial Implications

There are no immediate financial implications as the Cornwall Police Service is pursuing \$600,000 of funding from the Building Safer Communities Fund for the development of a Youth Space and have not requested municipal funds to support the project. However, in the longer term the City will be responsible for maintaining the proposed Youth Space, which will result in additional costs in the municipality’s future operating budgets.

Strategic Priority Implications

The development of a Youth Space in a City park aligns with Council’s 2019-2022 Strategic Priority Mission Statement, “*To provide services that enable a financially and environmentally sustainable community which will care and provide for the needs and values of its residents.*” As well as the Vision



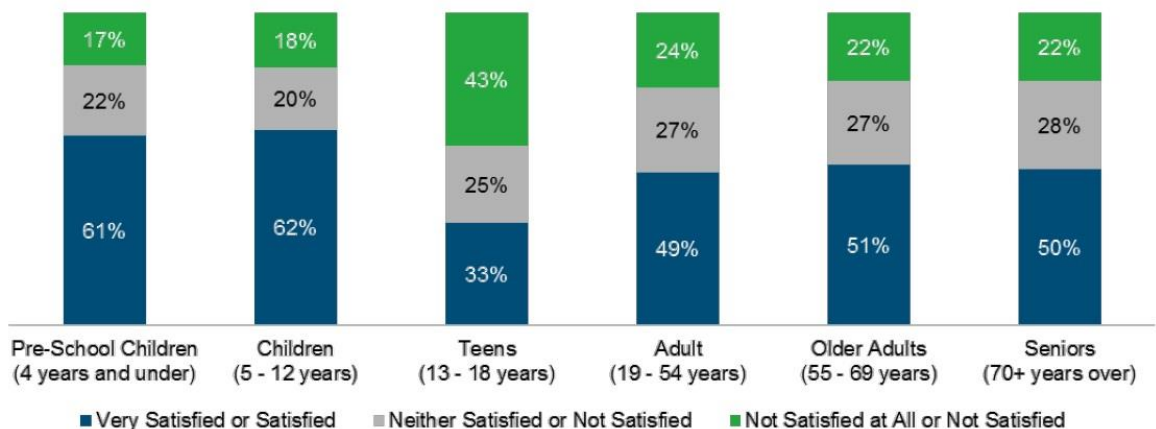
Statement, “The City of Cornwall is recognized as a welcoming and healthy community with strong municipal government providing effective services and infrastructure.” This initiative also aligns with Pillar 1, “Developing waterfront through ownership, partnerships for business, recreational opportunities, Item 2 - Sports and recreation opportunities,” of the 2019-2022 Council Strategic Priorities.

Background / Discussion

At the Meeting of Council on March 27, 2023 delegates from Cornwall Police Services (CPS) (Cst. Casey McGregor and Carmen Cousineau) and the Optimist Club (Terry Muir) presented a proposal to develop a “Youth Space” in Cornwall with the goal of engaging local teenage youth to help address the rising trend in the number of “youth related occurrences” (negative interactions requiring CPS intervention) observed by CPS. The delegation requested permission to use the City owned property at 504 Fourth St. E. as the site for the proposed Youth Space. The presentation proposed the following potential amenities for the Youth Space: basketball court, ball hockey court, gazebo, electricity and Wi-Fi, skateboard park, graffiti wall, and neutral meeting space.

Through public consultation the City’s Recreation Master Plan identified public satisfaction levels amongst teens (aged 13-18) as lower than other demographic age groups, but also qualified those findings as not uncommon amongst municipalities and identifies, “teens as a challenging age group for most recreation departments to serve”. The chart below (Figure 10) identifies the community’s satisfaction levels with Cornwall’s parks and recreation opportunities amongst various age demographics communicated by residents as part of the updated Recreation Master Plan’s community engagement survey:

Figure 10: Satisfaction with Parks and Recreation Opportunities by Age Group



The Recreation Master Plan supports the development of more teen focused recreation amenities within the City’s park system. Several of the proposed park amenities (skateboard park, multi-use court, outdoor public art) are listed as recommendations within the Master Plan and the skateboard park is identified in the Recreation Department’s 10-Year Capital Forecast.

However, the proposed concept of developing a park to only serve a specific demographic of the community is not consistent with the municipality’s goal of inclusion and contradicts the opening statement of the Recreation Master Plan, “Inclusive and affordable recreation and parks opportunities are essential to the health and wellness of Cornwall’s residents and our broader community.”

Current Condition of the Property

The property at 504 Fourth St. E. is currently the home of Joe St. Denis Field and was the site of the former Bob Turner Memorial Centre (BTMC). The property also has a temporary public washroom and two temporary change rooms located on the west side of Joe St. Denis Field near Marlborough St., which are opened only during football program activities. After the demolition of the BTMC, this temporary public washroom and two change rooms were established in 2013 by repurposing used portable classroom structures. The washroom and change room facilities were intended to be temporary alternatives until such time that Joe St. Denis Field is either relocated or redeveloped.

The concrete slab from the former BTMC currently remains onsite as well as the former asphalt parking lot and asphalt tennis court surface. The project proposes to locate the Youth Space on the combined footprint of the former BTMC, parking lot and tennis court.

Administration has reviewed the site and assessed the condition of the existing surfaces (concrete slab, asphalt parking lot and tennis court surface). The condition of the concrete slab was determined to be very poor and not suitable to be retained as part of the proposed redevelopment project. The concrete slab is crumbling and has multiple



exposed refrigeration pipes. The existing asphalt parking lot and tennis court surfaces were determined to be in poor condition as well. Due to the condition of these surfaces, Administration recommends that any redevelopment plans for this property include the removal and/or replacement of these concrete/asphalt surfaces, as they are not suitable for reuse. The estimated cost to remove the existing concrete slab and asphalt surfaces is approximately \$250,000.



Any plans to redevelop the identified area should also consider the potential presence of contaminated soil beneath the concrete slab where the former BTMC ice rink and ice plant were located. The former BTMC ice refrigeration system used hazardous materials in the ice plant room as part of the refrigeration process and a network of piping throughout the ice rink floor which conveyed a brine solution to distribute the cold temperatures. Any leaks or spills of these substances over the course of the BTMC operation could have resulted in contamination of the soil beneath the existing concrete slab surface. The potential cost to remove and dispose of any contaminated soil encountered could be substantial. If 504 Fourth St. E. is to be considered as a potential location for the proposed Youth Space, Administration recommends that an environmental

investigation be completed prior to incurring any significant project related expenses to confirm the presence or absence of contaminated soils, and if present estimate the cost of remediation.

There is also existing fencing that separates the property from the adjacent neighbouring properties. This fence is in poor condition and would require replacement as part of the proposed redevelopment project to maintain proper separation between a developed Youth Space and the private properties.

Due to the estimated \$250,000 cost to remove the existing deficient concrete and asphalt surfaces, the cost to replace the existing fencing, and the risk of incurring significant additional costs for environmental remediation, Administration is concerned that a significant portion of the funding would be spent on site preparation, limiting the funds available for the installation of teen focused amenities.

Strategic Plans for the Subject Property

Recreation Master Plan (2009 and 2021 Update)

Prior to the closure and demolition of the Bob Turner Memorial Centre, the 2009 Recreation Master Plan, originally identified the potential relocation of the football field as an option for future consideration. The 2009 Plan states that the local football club requested improvements to the field and clubhouse and identified the poor condition of the field as being due to extensive use. The City has since constructed temporary change rooms and washroom facilities on site using three portable classroom structures.

Today, the condition of the field remains an ongoing challenge. In order to improve field conditions, field use is limited to only the local minor football association programming and a charity high school football game in the fall. The overhead field lighting is in poor condition, does not provide adequate light levels and requires replacement. As well, the scoreboard is approaching its end of life and will require replacement in the near future. Staff have been hesitant to proceed with capital infrastructure investments at the field, such as new overhead lighting and a new scoreboard due to the uncertainty surrounding the future use of the property.

The relocation of Joe St. Denis Field is also identified in the recently adopted Recreation Master Plan Update (RMP, April 2021) as recommendation #38:

Install a multi-use artificial turf field with lights at the Benson Centre. The field should be thoughtfully located to benefit from the shared parking and

support amenities within the recreation centre. This project should coincide with the removal of the football field from Joe St. Denis Park, for which future use options should be evaluated further.

Some local sports organizations are supportive of an artificial turf field as this would extend their playing seasons, allow for play during all weather conditions, and create new opportunities (e.g., soccer, youth flag football league). However, the Cornwall Minor Football Club (CMFC) has stated that they would prefer to maintain the current field location as well as its natural turf condition and maintain the current restrictions on its use. The CMFC is aware of the field's deficiencies and have been in ongoing discussions with City Administration for a number of years seeking to improve field turf conditions and has identified the need for new overhead field lighting and a new scoreboard. Each season the CMFA and its members volunteer considerable amounts of time to improve the field conditions by applying topsoil over dressing, seeding, and watering.

Recent trends for municipal football fields in the public recreation sector favour artificial turf over natural grass turf, as artificial turf fields can accommodate at least three times as much play as typical grass fields.

There is an opportunity to consolidate some recreation amenities at the Benson Centre, which would improve operations and convenience, and free-up existing sites for other purposes. The lands immediately north of the Benson Centre were originally intended to support two grass soccer fields. Preliminary investigations suggest that this area has sufficient space to accommodate one large multi-use field that can be used for a variety of sports, which should be designed to maximum dimensions and have football/rugby uprights to allow the greatest flexibility. In addition, the City has recently acquired lands on the west side of the Benson Centre for future expansion of recreation amenities onsite.

The updated RMP (April 2021) prioritizes its recommendations and specifies an approximate timing for each recommendation. The specified order of priority and timing of the recommended actions contained within the updated RMP are organized into the following categories:

- High Priority: Immediate attention is strongly suggested during the timeframe recommended. (2021 to 2023)
- Medium Priority: Attention is required when high priority actions have been initiated or completed, or when suitable partners have been identified for funding. (2024 to 2026)
- Lower Priority: Attention is required when high and medium priority actions have been initiated/completed. (2027 and beyond)

Recommendation #38 within the updated RMP, identified the relocation of Joe St. Denis Field to the Benson Centre site as “medium priority”.

Also, recommendation #33 of the updated RMP recommends the development of a neighbourhood park at the subject site after the future relocation of Joe St. Denis Field is completed. The RMP identified the City’s historic “square mile” area as being deficient for neighbourhood park access, as many residents in this area do not have access to a neighbourhood park within 800m of their home.

Housing Revitalization Plan (2020)

The Council approved Housing Revitalization Plan identified 504 Fourth St. E. as a potential site for future affordable housing.

As part of the affordable housing long-term development plan, a centrally located area within the site will include the development of a new neighbourhood park, which would align with the recommendations of the RMP and would serve the residents of the new housing development as well as existing residents in the surrounding area.

When planning a housing community development, other affordable construction factors should also be taken into consideration, such as:

- Densification of the exiting property (including height limitations)
- Utility constraints
- Alignment with Official Site Plan requirements

To consider utilizing additional land for more park space, above what is recommended in the RMP, would:

- Reduce the # of units that could be developed on the subject property (which does not align with the Housing Revitalization Plan).
- Reduces the opportunity to potentially partner with other non-profit/social service resources (to provide onsite resources to tenants).
- Create additional costs related to site plan design and potential complications and development delays, to ensure that the site is fully reviewed for multi-use development (beyond just community housing).

Suitability of 504 Fourth St. E. for the proposed Youth Space

When evaluating the suitability of any proposed location for the Youth Space, factors such as public washroom access, parking availability, impacts on nearby residents (light, noise, traffic, etc) and park users must be considered.

As mentioned earlier in the report, there is a temporary public washroom on the property, however it's located on the opposite side of Joe St. Denis Field near Marlborough St., over 100m from the proposed Youth Space location. This washroom is currently only accessible during football programming activities. Activity in the park is generally limited to football programming. With no staff presence onsite, this public washroom is vulnerable to vandalism, thus requiring access to be limited to times when there is a public presence in the park. Administration is concerned that even if the washroom was accessible at times beyond football programming, its location is too far away for some of the users of the Youth Space. With the absence of any recreation staff or figure of authority onsite, it's anticipated that some youth will choose to urinate outside along the east fencing, which will generate complaints from neighbours.

The project proponents identified "good visibility" as an important factor when determining site suitability for a proposed Youth Space development. It should be noted that the area of 504 Fourth St. E. being proposed for the Youth Space currently has good visibility from Marlborough St. and Fourth St. E. property frontages due to the presence of Joe St. Denis Field. However, in the future if the field is relocated as per the Recreation Master Plan recommendation, and the existing field area is redeveloped for social housing as per the Housing Revitalization Plan recommendation, then the proposed Youth Space area will no longer be visible from Marlborough St. and will also have significantly reduced visibility along Fourth St. E.

Another factor to be considered is the potential impacts to the immediate neighbours as well as the surrounding neighbourhood. The proposed Youth Space at 504 Fourth St. E. would be a considerable change to the current and past uses of the property, creating the potential for new impacts on the neighbours. Since the BTMC demolition in 2013, the subject area of the property has remained vacant. Prior to 2013 the space was occupied by the BTMC, a parking lot and tennis court. Introducing a Youth Space in this area, will introduce recreation activities immediately adjacent to six residential properties and one commercial property. Potential impacts of the Youth Space on the neighbours could include noise, lighting, traffic, and parking.

The presentation stated that public consultation had been undertaken with stakeholders, a youth focus group, with individuals with lived experiences, and a community survey conducted. Following the presentation, Administration was contacted by one of the immediate neighbours who expressed concern with the proposal specific to fencing, lighting, traffic and site access. The neighbour confirmed that he had not yet been contacted by anyone regarding the proposal.

He advised that he did not necessarily object to the project but would like an opportunity to express his concerns and understand how they could be mitigated/addressed.

During previous meetings with Administration and during the presentation to Council, the proponents also mentioned consultations with the Cornwall Minor Football Club (CMFC), the current primary user of Joe St. Denis Field. The proponents advised that the Club was supportive of the project at the proposed location. However, in recent discussions with Administration, the President of the CMFC confirmed that he had not been contacted regarding the proposal. It appears that past discussions between the proponents and the Club may not have taken place with persons with the proper authority to speak on behalf of the Club. The President advised that he does not have any specific objections to the proposed project at this time but would welcome future discussions with the proponents to better understand the project and identify any potential impacts on the Club's activities.

Based on the comments from the neighbour and the President of the CMFC, Administration recommends that should the 504 Fourth St. E. continue to be considered as a location for the proposed Youth Space, more formal consultation take place with neighbours as well as the CMFC to identify and mitigate any potential impacts.

Previous Meetings with Proponents

The project proponents met with representatives of Administration on two occasions prior to the presentation to Council to discuss the proposal. During those meetings Administration expressed the following concerns with the proposed 504 Fourth St. E. location:

- Conflicts with strategically planned future uses of property for social housing and a neighbourhood park,
- Condition of existing concrete and asphalt surfaces not suitable for reuse,
- Poor access to public washrooms,
- Potential impacts to surrounding neighbours (noise, traffic, parking, lighting).

As a result of the above-mentioned concerns, Administration suggested that the proponents consider alternate locations for the proposed Youth Space and consider aligning their plans with recreation initiatives currently underway.

Mattice Park

One of the alternate locations proposed for the group’s consideration was Mattice Park. Mattice Park currently offers residents recreation services that include an outdoor public pool complete with accessible washroom/changeroom and wading pool, a playground structure, two tennis courts and a basketball court. Mattice Park is located within the area that CPS identified in their presentation as being frequented by their targeted “at risk” teen demographic.

The 2023 Municipal Budget included a \$200,000 capital project to reconstruct the existing basketball court at Mattice Park. During budget deliberations, the addition of overhead lighting for the new basketball court for an estimated cost of \$100,000 was given consideration but ultimately not approved. Since a basketball court is listed as one of the amenities desired by the teenage demographic, Administration suggests that a portion of the project funding be used to add lighting to the new basketball court as well as create an outdoor shaded seating area, with power outlets and public wifi.

Also, within the past year, the former Croquet and Culture Club building has been removed from the park, creating available space in this area to potentially support some of the identified teen focused recreation amenities (graffiti wall, community garden, outdoor chess/games tables, etc.).



The sketch below identifies the area of Mattice Park that Administration is proposing as an alternative location for the proposed Youth Space.



Lamoureux Park

Another alternative location that was suggested by Administration is between the splashpad washroom and the Rotary Club Outdoor Gym in Lamoureux Park. This area of the park has access to parking and public washrooms, as well as a playground structure, splashpad, outdoor gym, water bottle refill station, and a contractor operated canteen. Lamoureux Park is also centrally located in the community and was identified by CPS as a popular “hang out” location for the targeted “at risk” teen demographic until some were issued notices of trespass due to poor behaviour at the bandshell.



The Recreation Department and Parks and Landscape staff recently installed two graffiti walls in this area of the park at the request of the Cornwall Art Hive. This past summer, the Cornwall Art Hive successfully offered free art programs in this area of Lamoureux Park. Administration recommends that should this area be considered for a Youth Space, that the proponents look to establish a partnership with the Cornwall Art Hive to expand their art activities to better serve the teen demographic.

Administration has recently been advised by a staff member of St. Matthew's Secondary School that they regularly take students to the Rotary Club Outdoor Gym as part of their physical education program, and that many students expressed a desire to further develop their physical fitness activities. Administration suggests that fitness program offerings at the Rotary Club Outdoor Gym be considered as part of the Youth Space project, providing youth with free instruction on how to use the fitness equipment and promote circuit training programs of increasing levels of difficulty.

Administration suggests that a Youth Space in this area of the park could include an outdoor shaded seating area, and electricity to charge personal devices, offer free wifi, bicycle repair station, site furnishings, expand public art activities (additional graffiti walls, new public art installations) and outdoor games tables (chess, table tennis, foosball).



The sketch below identifies the area of Lamoureux Park that Administration is proposing as an alternative location for some of the proposed Youth Space amenities.



Conclusion

Considering that the funding for the development of a Youth Space is limited to \$600,000, Administration recommends that the proposed Youth Space be located in either Lamoureux Park or Mattice Park or combination of both, and align it's project with existing recreation initiatives in order to maximize the benefit for the targeted group of "at risk" teens.

Accessibility Impact

Administration recommends that should the development of a Youth Space proceed, that the Municipal Accessibility Committee be consulted throughout the design and planning phase of the project to ensure that the project aligns with the municipality's accessibility mandate.

Document Title:	Cornwall Youth Space - 2023-32-Planning, Development and Recreation.docx
Attachments:	
Final Approval Date:	Apr 19, 2023

This report and all of its attachments were approved and signed as outlined below:

James Fawthrop - Apr 19, 2023 - 8:58 AM

Tracey Bailey - Apr 19, 2023 - 9:26 AM

Mark A. Boileau - Apr 19, 2023 - 3:20 PM



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Corporate Services
 Division: Clerk's Division
 Report Number: 2023-96-Corporate Services
 Prepared By: Manon Levesque, City Clerk
 Meeting Date: April 24, 2023
 Subject: Unfinished Business Listing for April 24, 2023

Recommendation

That Council receive the Unfinished Business Listing for April 24, 2023.

Title	Department	Date
Youth Space - March 27, 2023	Planning, Development and Recreation and Infrastructure and Municipal Works	April 24, 2023
Climate Adaptation Within the Community - December 10, 2021	Infrastructure and Municipal Works	April 24, 2023
Grading By-law - April 26, 2021	Planning, Development and Recreation and Infrastructure and Municipal Works	May, 2023
Automated Speed Enforcement - November 28, 2022	Infrastructure and Municipal Works and Cornwall Police Service	May, 2023
Presentation from Cornwall Police Service - November 28, 2022	Cornwall Police Service	May, 2023
Traffic on Power Dam Drive - February 13, 2023	Infrastructure and Municipal Works	May, 2023
South Glengarry Water and Wastewater support request - September 12, 2022	CAO Infrastructure and Municipal Works	June, 2023
Amendments to the Procedural By-law and Committees By-law (Virtual Meetings) - February 13, 2023	Corporate Services, Office of the City Clerk	Summer 2023

Document Title:	Unfinished Business Listing for April 24, 2023 - 2023-96-Corporate Services.docx
Attachments:	
Final Approval Date:	Apr 20, 2023

This report and all of its attachments were approved and signed as outlined below:

Geoffrey Clarke - Apr 20, 2023 - 9:56 AM

Mark A. Boileau - Apr 20, 2023 - 11:31 AM



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Planning, Development and Recreation
Division: Parks and Recreation
Report Number: 2023-33-Planning, Development and Recreation
Prepared By: James Fawthrop, General Manager, Planning, Development and Recreation
Meeting Date: April 24, 2023
Subject: Canada Day Funding Request

Purpose

To obtain approval from Council to provide funding to the Canada Day Committee to support the Canada Day celebration in Lamoureux Park.

Recommendation

That Council approve \$25,000 of funding to support the 2023 Canada Day celebrations in Lamoureux Park and provide ongoing funding in future Municipal Budgets.

Financial Implications

There was no funding included in the 2023 Budget for this event. The amount required could be funded by savings within other areas in 2023. If the City is not able to absorb this cost through savings, Administration will recommend it be funded from Working Reserves and repaid in 2024. As the Canada Day celebration event in Lamoureux Park is one of the City's "Signature Events" it receives in-kind services from the City.

Strategic Priority Implications

The Canada Day celebrations align with Council’s 2019-2022 Strategic Priority Mission Statement, “*To provide services that enable a financially and environmentally sustainable community which will care and provide for the needs and values of its residents.*” As well as the Vision Statement, “*The City of Cornwall is recognized as a welcoming and healthy community with strong municipal government providing effective services and infrastructure.*” This initiative also aligns with Pillar 1, “*Developing waterfront through ownership, partnerships for business, recreational opportunities, Item 2 - Sports and recreation opportunities,*” of the 2019-2022 Council Strategic Priorities.

Background / Discussion

The Canada Day Committee has submitted a request for sustainable funding from the City to support the Canada Day celebrations in Lamoureux Park (see Canada Day letter to Council).

In 2022, after a 2-year absence, the Canada Day Committee had made a one-time funding request to the City for \$12,000 to help cover the cost of the event’s fireworks display, which was approved by Council. At that time, the Committee stated that the 2-year hiatus due to the pandemic had limited the Committee’s ability to generate the necessary funding opportunities needed to provide a free, family friendly event for all in attendance. The Committee felt strongly about being able to continue to provide free activities for all ages as part of the Canada Day celebration.

Traditionally the event starts with a Senior’s Breakfast in the morning and offers a children’s fun zone with many inflatable structures and games, along with several interactive kids’ activities, all day live musical entertainment on the Bandshell stage, and ending with a fireworks display. The main sources of revenue for the Canada Day Committee are the Heritage Canada Grant, local sponsorship, and revenue generated from food vendors being able to sell in the park.

Over the last several years, the Committee has struggled to maintain the list of activities as per past years due to increasing costs, as well as cited struggles to raise the necessary funds through donations.

Administration is supportive of providing financial support for the Canada Day festivities in 2023 and on an ongoing basis in future Municipal Budgets. The Canada Day celebration is a not-for-profit event and free to all members of the community to enjoy. Administration recommends that Council approve \$25,000 of funding to support the 2023 Canada Day celebrations and provide ongoing funding for the event in future Municipal Budgets.

Accessibility Impact

The Canada Day celebration in Lamoureux Park is a free event and accessible to all residents.

Document Title:	Canada Day Funding Request - 2023-33-Planning, Development and Recreation.docx
Attachments:	- Canada Day Letter 2023 City.docx
Final Approval Date:	Apr 19, 2023

This report and all of its attachments were approved and signed as outlined below:

Tracey Bailey - Apr 19, 2023 - 12:42 PM

Mark A. Boileau - Apr 19, 2023 - 2:50 PM



**-1ST JULY-
CANADA DAY**

City of Cornwall Staff

The Cornwall Canada Day celebrations on July 1st in Lamoureux Park is a grass roots gathering of proud patriots and a family friendly event in the heart of the city. The Cornwall Canada Day festivities attract crowds of over 25,000 people ranging from local residents, to out of town guests who are all coming together to celebrate the incredible way of life we enjoy as Canadians.

Over the last several years we have struggled to even maintain the activities we have had in the past due to the increase in prices. These increase along with the struggle to receive donations has completely crippled us from being able to grow in any way.

Each year the committee of volunteers evaluate the year before and talk about gaps in our day. This year we want to add in activities for the age group between 10-16 years old. These children are too old for the bouncy castles and face painting but too young to appreciate the bands we have.

We as a committee want to grow and evolve to a day for all ages but without some sustainable funds this just will not happen. We as a committee are hoping that the city of Cornwall can help us with that sustainable funding. Gathering donations will still be at the forefront of our tasks but starting the year with funds will make all the difference.

The expenses we are currently tasked with are, fireworks (\$17,000), Insurance (\$6,300), Bands (\$6,000), Sound Equipment (\$5,800), washrooms (\$3,000), Kids Zone (\$7,000), Bus transit (\$2,500), Tent (\$1,000).

Current revenue is Canadian Heritage (\$11,000), Grants (\$5,000), Vendors (\$3,000), and general community donation (\$9,000).

I would be more than happy to chat with anyone needing some extra information.

Our committee cannot thank you enough for considering us. We want to put on a day that this community so deserves.

Thank You,

Amanda Brisson
Chair, Canada Day Committee



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: CAO
Report Number: 2023-08-CAO
Prepared By: Katherine Wells, Coordinator, Strategic Planning
Meeting Date: April 24, 2023
Subject: Mayor's Task Force on Housing Update

Purpose

To provide Council with an update on the implementation of recommendations from the Mayor's Task Force on Housing.

Recommendation

That Council discuss the recommendations contained in Report 2023-08-CAO and receive the said Report.

Strategic Priority Implications

The creation of a Mayor's Task Force on Housing is priority 3.1 in the 2019-2022 Strategic Priorities.

Background / Discussion

The final report from the Mayor's Task Force on Housing was presented at the May 24th, 2022 Council meeting. Over 30 recommendations (with timelines) included in the report were unanimously supported by Council.

The staff working group would like to provide Council with an update on the implementation of recommendations.

Document Title:	Mayor's Task Force on Housing Update - 2023-08-CAO.docx
Attachments:	- Update May 2023 - Final.pdf
Final Approval Date:	Apr 18, 2023

This report and all of its attachments were approved and signed as outlined below:

Mellissa Morgan - Apr 18, 2023 - 11:27 AM

Charles Bray - Apr 18, 2023 - 11:47 AM

Mark A. Boileau - Apr 18, 2023 - 12:01 PM

Mayor's Task Force on Housing Report Update



MAYOR'S TASK FORCE ON HOUSING



FINAL REPORT

MAY 24, 2022

April 2023

Mayor's Task Force on Housing

- The Mayor's Task Force on Housing was created in April 2021 as a direct priority on Council's 2019-2022 Strategic Plan.
- The intent of the Mayor's Task Force on Housing was to provide evidence-informed and action-oriented observations and recommendations to Council to increase the supply of quality housing for residents in the City of Cornwall.
- In addition, it was tasked with presenting a coordinated and practical set of recommendations designed to guide Council as it makes decisions to address Cornwall's available housing supply.
- The members of the Taskforce, which included key stakeholders, met on a monthly basis for a one-year period.

Staff Working Group

- Upon the approval of council, a working group was created to review and action recommendations found with the Mayor Task Force report.
- The working group is comprised of the following members:
 - Mellissa Morgan, General Manager of Human Services & Long-Term Care
 - Lisa Smith, Manager; Housing Services
 - Katherine Wells, Coordinator; Strategic Planning
 - Charles Bray, Chief Building Official
 - Lindsay Parisien, Supervisor; Planning Services
- The working group meets on a monthly basis.

Completed/Ongoing Recommendations

Housing Frist Approach

Recommendation (s)	Action Taken
<ul style="list-style-type: none">• Review the existing list of municipal surplus land holdings to determine if they can be used for affordable housing (completed November 2022)• Identify available lands and opportunity for possible builds along transit routes to minimize parking requirements (completed November 2022)	<ul style="list-style-type: none">• Struck the A Home Collaborative for the purpose of co-identifying available land with municipal partners in the region• Land has been identified and analyzed by municipal partners.• Requests to protect suitable properties for development will be made in April – June• Access to transit was considered in this process

Completed/Ongoing Recommendations

Community Builds

Recommendation (s)

Define the City's role within the scope of external purpose-built developments.
(Ongoing)

Engage Federal government representatives in discussions regarding funding opportunities for purpose-built units for immigrants and refugees
(completed November 2022)

Action Taken

- It was determined that the City will support external purpose built developments but not lead them.
- Initial discussions have been held with the MP and the development of Federal Lands. Ongoing discussions will continue as we create our long-terms housing development plan.

Completed/Ongoing Recommendations

Community Builds

Recommendation (s)

Non-profits and churches are typically leaders in emergency housing. Define how the City can take a role in assisting their efforts. **(ongoing)**

Action Taken

- The City is tasked with the development of a By Name List that will address planning and support for those who are homeless (non-profits and Churches will be engaged in that work).
- The A HOME collaborative includes the United Way as an advisory member for issues related to homelessness and housing planning from the stakeholder perspective.
- It was determined that the City could consider supporting external purpose built developments but not lead them.

Completed/Ongoing Recommendations

Funding	
Recommendation (s)	Action Taken
Review affordable housing exemptions within the development charge by-law. (completed April 2023)	<ul style="list-style-type: none">• These exemptions have been addressed through Bill 23 and through our specialized development programs like heart of the city.
Begin a conversation with St. Lawrence College surrounding a collaborative project with Housing Services. (Ongoing)	<ul style="list-style-type: none">• We have met with St. Lawrence College to discuss opportunities to collaborate on possible future housing development• The College was very interested and will pursue additional information from students to support further conversations

Completed/Ongoing Recommendations

Funding	
Recommendation (s)	Action Taken
Staff will provide a report to Council on the multi-res tax rate (completed March 2023)	<ul style="list-style-type: none">• This was discussed at length during 2023 budget deliberations.

Next Steps - In Development

Housing First

- Administration will complete a review and report to Council on various housing by-law options that can preserve existing rental stock, **(May 2023)**

Parking

- Eliminate parking minimum for multi-unit residential projects by providing alternate solutions. This would increase the opportunity for the marketplace to offer parking spaces and alternatives that best meet the maximum needs of the future residential developments. **(May 2023)**

Non-residential Conversion

- Promote residential additions to underutilized commercial land as a way to increase density in the right places and reach housing goals. **(May 2023)**
- Proactively approach commercial building owners of these properties for potential conversion. **(May 2023)**

Next Steps - In Development

Community Builds

- Promote Tiny Homes as appropriate infill solutions and encourage developers to embark on a tiny homes pilot project. **(May 2023)**

Additional Recommendations

- Encourage builders to create multi-generational family units (in suitable locations) which have been a positive housing solution in other communities. **(May 2023)**
- Promote a residential “development information guide” that would accompany land use planning development related applications. **(May 2023)**
- Encourage employer participation with developers and builders on the topic of short-term housing for workers. **(May 2023)**



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Planning, Development and Recreation
Division: Building and By-law
Report Number: 2023-21-Planning, Development and Recreation
Prepared By: Charles Bray, Chief Building Official
Meeting Date: April 24, 2023
Subject: Property Standards By-Law

Purpose

Cornwall is a city with a diverse range of properties, from housing (for example, apartment buildings, multi-tenant houses, and individual residential units) to commercial and industrial facilities. To ensure Cornwall's quality of life and economic competitiveness, it is critical that people live, work and play in safe and secure spaces. The purpose of a Property Standards By-Law is to provide for the minimum standards of maintenance and occupancy for all properties in Cornwall and to ensure that these properties are repaired and maintained to these standards.

Recommendation

That Council receive report 2023-21, PDR and proposed draft Property Standards By-Law, which will repeal By-Law 2014-191.

Furthermore, that Council direct administration to have the Property Standards By-Law presented at the Regular Meeting of Council of May, 2023, for adoption.

Financial Implications

As part of the new proposed Property Standards By-Law, numerous user fees have been introduced as part of a cost recovery approach to enforcing property standards.

Some of the user fees are as follows:

- Issuing a Property Standards Order; If an Officer is required to issue an Order for non-compliance, the Officer has the discretion to apply a fee for this administrative task.
- Property Standards Appeal Committee Processing Fee; If an individual wishes to appeal an Order, there is a processing fee applied to assist in offsetting the cost of conducting a hearing.
- Officer Attendance Fee; If an Officer is required to attend a site during a clean-up and/or remedial work being conducted on a site, there will be an hourly fee applied for the Officers attendance.
- Registering an Order on Title; if the City is required to register an Order on Title, the legal fees plus a flat fee will be applied to the owner of the property.

The addition of these administrative user fees will greatly assist in the cost recovery approach efforts by the Corporation.

It is important to note that when there is non-compliance of a Property Standards Order, the City may cause the work to be completed and invoice the owner for the work. If the owner doesn't pay the invoice, the cost of the work would be applied to taxes.

Strategic Priority Implications

Council's Strategic Priorities (2019-2022) seek to improve the quality of housing stock; specifically, Pillar 3 speaks to "look at options to increase enforcement of property standards". The review of the Property Standards By-Law will greatly assist in the enforcement of minimum standards in our community.

Background / Discussion

The *Ontario Building Code* authorizes the City to establish minimum standards of maintenance and occupancies for all properties within Cornwall, including residential and non-residential properties whether they are owner occupied or rentals. If these minimum standards are not met, the City can order the owner of the property to remedy any violations. In the event that a violation is not remedied the City can cause the work to be completed at the owner's expense and recuperated by invoicing or applying to property taxes.

Following a report to Council on November 28, 2022 a By-Law Working Group (BWG) was established with the purpose of reviewing both the current Property Standards and Business Licenses By-Laws. This report will focus only on the Property Standards By-Law.

The BWG consists of three members of Council and four City staff. The following individuals sit on the BWG:

Elaine MacDonald	Councillor
Todd Bennett	Councillor
Denis Sabourin	Councillor
Charles Bray	Chief Building Official
Bernadine McEvoy-Robertson	Supervisor, By-Law Services
Bob Peters	Manager, Economic Development
Lisa Smith	Manager, Housing Services
Leighton Woods	Deputy Fire Chief, CEMC

In addition to staff from the Building & By-Law Division, Bob Peters from Economic Development and Lisa Smith from Housing Services bring a wealth of experience from the business community and housing sector respectively, completing the group is Deputy Chief Woods and his experience in fire prevention which is an asset to the group. In addition to the sitting members on the BWG, staff from Municipal Infrastructure and Environmental Services have been consulted on the preparation of this By-Law

The Building & By-Law Division implemented a Parking Working Group in 2021, that was quite successful in reviewing the Parking Program. On the heels of this initiative the Building & By-Law Division created a working group to review both the Property Standards and Business License By-Laws. The BWG commenced the review of the Property Standards By-Law first. The current By-Law dates back to 2014 with little to no amendments.

The BWG met during the months of January and February to review the current Property Standards By-Law with a focus on updating and modernizing the By-Law. This proposed By-Law will complement the recently adopted Administrative Monetary Penalty System (AMPS) By-Law. The current By-Law does not have language that provides for violations (penalty notices) to be issued until an Order has first been issued. Only after an Order has lapsed can a violation be issued; a new modernized By-Law will be tailored to work in harmony with the City's AMPS Program.

During the BWG review of the current By-Law, other similar jurisdictions' Property Standards By-Laws were considered, such as Belleville, North Bay, Kingston, Ottawa, London, and Hamilton. The group also exchanged with a few Municipal By-Law Enforcement Officers to get a sound understanding of the enforcement process:

- From when a complaint is received.
- Investigation.
- Issuance of an Order.
- Time for compliance.
- Orders not complied with.
- Work performed by the City.
- Invoice to the property owner.

As part of the public engagement process, a survey was generated and promoted on the City's social media platforms. There was a total of 223 surveys that were received by the City, consisting homeowners, landlords and tenants. In addition to the general survey, the BWG also sent a survey twice directly to specific stakeholders. Stakeholders included; The DBIA, Le Village, Cornwall and Area Chamber of Commerce, Renaissance Association, SDG Landlord Association, Roy McMurtry Legal Clinic and the Eastern Ontario Health Unit.

The overall theme of the responses from the survey was that increased enforcement with a firmer approach was required within the City. In response to the request for more enforcement, the AMPS By-Law will also be amended to include additional violations that the Officers will be able to utilize when enforcing the Property Standards By-Law. Officers will be able to issue Penalty Notices in addition to orders, to assist Officers in gaining compliance.

Document Title:	Property Standards By-Law - 2023-21-Planning, Development and Recreation.docx
Attachments:	- DRAFT By-law 2023-XXX Property Standards.docx
Final Approval Date:	Apr 19, 2023

This report and all of its attachments were approved and signed as outlined below:

James Fawthrop - Apr 18, 2023 - 6:24 PM

Mark A. Boileau - Apr 19, 2023 - 4:24 PM



The Corporation of the City of Cornwall
Regular Meeting of Council
By-law 2023-0XX

Department: Planning, Development and Recreation
Division: Building and By-law
By-law Number: 2023-0XX
Report Number: 2023-22-Planning, Development and Recreation
Meeting Date: May 8, 2023
Subject: DRAFT By-law 2023-XXX Property Standards.docx

WHEREAS section 5(3) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a municipal power shall be exercised by By-Law;

AND WHEREAS section 127 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, states that a local municipality may;

- a) require the owner or occupant of land to clean and clear the land, not including buildings, or to clear refuse or debris from the land, not including buildings;
- b) regulate when and how matters required under clause (a) shall be done;
- c) prohibit the depositing of refuse or debris on land without the consent of the owner or occupant of the land; and
- d) define “refuse” for the purpose of this section.

AND WHEREAS the Official Plan for the City of Cornwall includes provisions relating to the conditions of maintenance and occupancy of properties;

AND WHEREAS the Council of the Corporation of the City of Cornwall is empowered by section 15.1(3) of the *Building Code Act*, S.O. 1992, c. 23, as amended, to pass a By-Law for, Inter Alia, prescribing standards for the maintenance and occupancy of property within the municipality, for prohibiting the use of property that does not conform to the standards, and for requiring property that does not conform to the standards to *repaired* and *maintained* to conform to the standards or for the site to be cleared of all buildings, structures, debris or refuse and left in a graded and levelled condition;

AND WHEREAS sections 15.2 and 15.8 of the *Building Code Act*, S.O. 1992, c. 23, as amended, provide inspections and enforcement authorities for a By-Law made under section 15.1 of the Act;

AND WHEREAS the offence penalty provisions for contraventions are as set out in section 36 of the *Building Code Act*, S.O. 1992, c. 23, as amended, the Administrative Monetary Penalty System By-Law, as amended, and the Administrative Penalties provisions in section 15.4.1. of the *Building Code Act*, S.O. 1992, c. 23, as amended;

AND WHEREAS section 15.4.1. of the Building Code Act, S.O. 1992, c. 23, as amended, authorizes a municipality to require a person to pay an administrative penalty if the municipality is satisfied that the person has failed to comply with a By-Law of the municipality passed under section 15.1, or an order of an officer under subsection 15.2(2) as deemed confirmed or as confirmed or modified by the committee or a judge under section 15.3;

AND WHEREAS section 391(1) of the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended, provides that a municipality may impose fees or charges on persons:

- a) for services and activities provided or done by or on behalf of it; and
- b) any costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board;

AND WHEREAS section 35.3 and 45.1 of the *Ontario Heritage Act*, R.S.O. 1990, c. O.18, as amended, states that if a By-Law passed under section 15.1 of the *Building Code Act*, S.O. 1992, c. 23, as amended, setting out standards for the maintenance of property in the municipality is in effect in a municipality, the Council may prescribe minimum standards for the maintenance of the heritage

attributes of property and require property that has been designated and that does not comply with the standards to be *repaired* and *maintained* to conform with the standards;

AND WHEREAS the Council of The Corporation of the City of Cornwall deems it desirable to enact a By-Law to prescribe and enforce standards for the maintenance and occupancy of property within the City of Cornwall and prohibit the use of such property that does not conform to the standards, and for requiring any property to be *repaired* and *maintained* so as to comply with said standards as described herein or to be cleared of all buildings and structures, refuse, rubbish, debris and the property left in a graded and level condition;

NOW THEREFORE the Municipal Council of The Corporation of the City of Cornwall hereby enacts as follows:

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1.0 SHORT TITLE

1.1 This By-Law may be referred to as the “Property Standards By-Law”.

2.0 DEFINITIONS

2.1 “**Acceptable**” means:

- a) accepted by the *Chief Building Official*, or their designate, of the City with respect to matters under the *Building Code*;
- b) accepted by the Chief Fire Official, or their designate, of the City with respect to matters under the Fire Code;
- c) accepted by the Property Standards Officer with respect to the standards set out in this By-Law.

2.2 “**Accessory Building**” means a detached subordinate building or structure that,

- a) is devoted exclusively to a use normally incidental to the main use of the *property*;
- b) is not used for human habitation; and
- c) is on the same lot as the main building.

2.3 “**Act**” means the *Building Code Act*, 1992, S.O. 1992, c. 23, as amended;

2.4 “**Building Code**” means the regulations made under section 34 of the *Act*;

2.5 “**Authorized Representative**” means someone appearing on behalf of a *person* in accordance with a written authorization provided upon

request to the *Chief Property Standards Officer*, and who is not required to be licensed by any professional body;

- 2.6 “**Chief Building Official**” means the *person* appointed as the *Chief Building Official* by Council of the Corporation of the City of Cornwall or their designate, under the legislated authority of the *Building Code Act*, S.O. 1992, c. 23, as amended;
- 2.7 “**Chief Property Standards Officer**” means the Manager of the Building & By-Law Division or their delegate;
- 2.8 “**City**” means The Corporation of the City of Cornwall;
- 2.9 “**Committee**” means a Property Standards Committee established under this By-Law in accordance with section 15.6 of the Act, as amended or as substituted from time to time;
- 2.10 “**Council**” means the Council of the *City*;
- 2.11 “**Demolish**” means to do anything in the removal of a building or any material part thereof and “**Demolition**” has a corresponding meaning;
- 2.12 “**Dwelling**” means a building, structure or part thereof, occupied or capable of being occupied, in whole or in part, for the purposes of human habitation;
- 2.13 “**Dwelling Unit**” means one or more *habitable* rooms within a building which is designed, occupied and/or used as a single housekeeping unit, used or intended to be used as a domicile by one or more *persons* and usually containing cooking, eating, living, sleeping and sanitary facilities, provided for the exclusive use of such individual or individuals;
- 2.14 “**Fence**” means a structure except a structural part of a building used wholly or partially to screen from view to enclose or divide a *yard* or

other land, to mark or substantially mark the boundary between adjoining land and includes swimming pool enclosures, privacy screens, retaining walls, noise attenuation walls, any hedge or grouping of shrubs, or other combination of fencing components which form a continuous barrier for the same purpose;

- 2.15 “**Garbage Bin**” means any dumpster, commercial roll-off bin or similar receptacle used for the accumulation and storage of construction waste, demolition waste, or other similar materials;
- 2.16 “**Graffiti**” means one or more letters, symbols or marks, words, figures, numbers or drawings; sprayed, scribbled, scratched, etched or otherwise applied on a surface, howsoever made that disfigures or defaces a *property* or object, but does not include a *sign* pursuant to the City’s Sign By-Law or a mural which has been authorized by the City;
- 2.17 “**Ground Cover**” means organic or non-organic material applied to prevent erosion such as concrete, flagstone, pavers, gravel, asphalt, grass or other equivalent landscaping;
- 2.18 “**Habitable**” means any room in a *dwelling* or *dwelling unit* used or intended for the purpose of living, sleeping, eating, cooking or preparing food;
- 2.19 “**Heritage Attributes**” means, in relation to real property, and to the buildings and structures on the real property, the attributes of the *property*, buildings and structures that contribute to their cultural heritage value or interest and that is defined or described:
- a) in a By-Law designating a property passed under section 29, Part IV, of the *Ontario Heritage Act* and identified as a *heritage attribute*, reason for designation or otherwise;

- b) in a Minister's order made under section 34.5, Part IV, of the *Ontario Heritage Act* and identified as a *heritage attribute* or otherwise;
 - c) in a By-Law designating a heritage conservation district passed under section 41, Part V, of the *Ontario Heritage Act* and identified as a *heritage attribute* or otherwise; or
 - d) in the supporting documentation required for a By-Law designating a heritage conservation district, including but not limited to a heritage conservation district plan, assessment or inventory, and identified as *heritage attributes* or otherwise.
- 2.20 “**Inoperable Vehicle**” means a motor *vehicle* as defined by the *Highway Traffic Act*, R.S.O. 1990, c. H. 8, as amended, that is not in good *repair* and capable of being operated on a highway;
- 2.21 “**Landlord**” includes:
- a) the *owner* of a rental unit or any other *person* who permits occupancy of a rental unit, other than a *tenant* who occupies a rental unit in a residential complex and who permits another *person* to also occupy the unit or any part of the unit; and
 - b) the heirs, assigns personal representatives and successors in title of a *person* referred to in subsection (a).
- 2.22 “**Last Known Address**” means the address which appears on the *property* assessment roll of the *City*;
- 2.23 “**Last Known Email Address**” means the email address, which includes but not limited to any email address on the City's records or last known correspondence with a *person*;
- 2.24 “**Maintained**” means to carry out any *repairs*, reconstruction, refinishing, or replacement of any part or parts of a structure or

building or appurtenances including mechanical equipment required so they may properly perform the intended function;

- 2.25 “**Mixed-Use**” means a building or structure used heretofore or hereafter erected in part for a *dwelling* or *dwelling unit* and in part for Non-Residential purposes;
- 2.26 “**Multi-Residential**” means a building or structure or part of a building or structure that is used or designed for use for more than two *dwelling units* and includes any *yard* appurtenant thereto and all mobile homes, mobile buildings, mobile structures, outbuildings, *fences* and erections heretofore and hereafter erected;
- 2.27 “**Nuisance**” means an injurious, inconvenient, annoying, offensive or objectionable or non-*acceptable* condition;
- 2.28 “**Occupant**” means any *person* over the age of eighteen (18) years in possession of the *property*;
- 2.29 “**Officer**” means a Provincial Offences Officer and/or a Property Standards Officer of the *City* or other *person* duly appointed by or under the authority of a *City* By-Law to administer and enforce By-Laws;
- 2.30 “**Ontario Heritage Act**” means the *Ontario Heritage Act*, R.S.O. 1990, c. O. 18, as amended;
- 2.31 “**Order**” means an *order* made by an *Officer* under the By-Law, pursuant to section 15.2(2) of the Act;
- 2.32 “**Owner**” includes:
- a) the registered *owner* of the *property*;
 - b) the *person* for the time being managing or receiving the rent of the *property*, whether on the *person’s* own account or as an

agent or trustee of any other *person*, or who would receive the rent if the *property* were let; and

- c) a lessee or occupant of the property who, under the terms of a lease, is required to *repair* and *maintain* the property in accordance with the standards for the maintenance and occupancy of property as set out in this By-Law;

2.33 “**Part IV Heritage Property**” means real *property*, including all buildings and structures thereon, which has been designated by the City under section 29 of the *Ontario Heritage Act*, or which has been designated by the Minister under section 34.5 of the *Ontario Heritage Act*;

2.34 “**Part V Heritage Property**” means real *property*, including all buildings and structures thereon, which is located in a heritage conservation district designated under section 41 of the *Ontario Heritage Act*;

2.35 “**Person**” includes an individual, firm, corporation, association, partnership, trust, unincorporated organization or their heirs, executors, administrators or other legal representation of a *person*;

2.36 “**Property**” means a building or structure or part of a building or structure and includes the *yard* appurtenant thereto and all mobile homes, mobile buildings, mobile structures, outbuildings, *fences* and erections thereon, whether heretofore or hereafter, and is divided into:

- a) “**Non-Residential Property**” means *property* not containing a legal *dwelling* or *dwelling unit*, which is not occupied nor capable of being occupied in whole or in part for the purposes of human habitation;

- b) “**Residential Property**” means *property* which is occupied or capable of being occupied in whole or in part for the purposes of human habitation;
- c) “**Vacant Land**” means *property* on which there are no structures of any kind but does not include open space land designated as such by the *City*;
- d) “**Heritage Property**” means real *property*, including all buildings, structures and features thereon:
 - i.) that has been designated by the *City* under section 29 of the *Ontario Heritage Act*, or that has been designated by the Minister under section 34.5 of the *Ontario Heritage Act*, or;
 - ii.) this is located within a heritage conservation district which has been designated by the *City* under Section 41 of the *Ontario Heritage Act*;

2.37 “**Refuse**” means any article or thing that:

- a) has been cast aside, discarded or abandoned, whether of any *acceptable* value or not;
- b) has been used up, in whole or in part, whether of any *acceptable* value or not; or
- c) has been expended or worn out, in whole or in part, whether of any *acceptable* value or not;

2.38 “**Repair**” includes the provision of such facilities, the making of additions or alterations or the taking of any action that may be required to ensure that a *property* conforms with the *standards* established in this By-Law;

- 2.39 “**Sewage System**” means a sanitary sewer system or a private sewage disposal system approved by the relevant approval authority;
- 2.40 “**Sign**” means any visual medium used to convey information by way of words, pictures, graphics, emblems or symbols, or any device used for the purpose of providing direction, information, identification, advertisement, business promotion or the promotion of a product, activity, service or idea;
- 2.41 “**Standards**” means the *standards* of physical condition and of occupancy prescribed for Property in this By-Law;
- 2.42 “**Supplied Facility**” means any appliance, fixture or piece of equipment supplied in accordance with the provisions of a lease or rental agreement;
- 2.43 “**Unsafe Condition**” means any condition that could be hazardous to the health and safety of *persons* in the normal use of the *property* or premise, or *persons* whose access to the *property* or premise has not been reasonably prevented;
- 2.44 “**Vacant Building**” means a building or part of a building that is not used by an *owner* or is not occupied by an *occupant*;
- 2.45 “**Vehicle**” means a motor *vehicle*, trailer, boat, motorized snow *vehicle*, mechanical equipment, and any *vehicle* drawn, propelled or driven by any kind of power, including muscular power;
- 2.46 “**Vermin**” means a mammal, bird or insect injurious to humans, game or crops including but not limited to foxes, rats, mice, moles, birds, owls, weasels, ants, cockroaches, silverfish, fleas, insects, ticks, bedbugs or lice;
- 2.47 “**Yard**” means the land, other than publicly owned land, around or appurtenant to the whole or any part of a building or structure,

includes a *vacant land*, used or capable of being used in connection with the *property*;

2.48 Terms not defined in the By-Law shall have the meaning ascribed to them in the *Act* or the *Building Code* or other relevant legislation.

3.0 APPLICATION AND INTERPRETATION

3.1 This By-Law applies to all *property* in the City of Cornwall.

3.2 This By-Law does not apply so as to prevent a farm, meeting the definition of “Agricultural Operation” under the *Farming and Food Production Protection Act*, 1998, S.O. 1998, c. 1, as amended, from carrying out a normal farm practice as provided for and defined under that act.

3.3 The *standards* prescribed in the By-Law, unless otherwise stated, shall be held to be the minimum *standards* for the promotion of public health, safety, comfort, convenience and general welfare and are not intended to derogate from the *standards* found in any other applicable municipal, provincial or federal legislation.

3.4 The *owner* of any *property* which does not conform to the *standards* shall *repair* and *maintain* such *property* to conform to the *standards* prescribed by this By-Law to the satisfaction of the *Officer*, or shall clear the site of all buildings, structures, debris or *refuse* and leave it in a graded and leveled condition.

3.5 All *repairs* and *maintenance* of *property* required by the *standards* prescribed by this By-Law shall be carried out in a manner accepted as good workmanship in the trades concerned and with materials suitable and sufficient for the purpose.

- 3.6 All new construction or *repairs* shall conform to the *Building Code* and applicable permits shall be obtained prior to performing any work, where applicable.
- 3.7 Where required by law, or in accordance with recognized industry best practices, work shall be carried out by a duly qualified and/or licensed person in the trade concerned.

4.0 PROHIBITIONS

- 4.1 No *person* shall use, occupy, or permit the use or occupancy of any *property* that does not conform to the *standards* prescribed in this By-Law.
- 4.2 No *person* shall fail to *repair* or *maintain* the *property* in conformity with the *standards* prescribed in this By-Law.
- 4.3 No *person* shall fail to comply with an *order* issued under this By-Law.
- 4.4 No *person* shall remove from any *property* any sign, notice, *order* or placard placed thereon pursuant to section 15 of the *Act* or this By-Law.

5.0 GENERAL STANDARDS FOR ALL PROPERTIES

5.1 Unsafe Conditions

- 5.1.1 Notwithstanding another provision of this By-Law, any condition on or within a *property*, in the opinion of the *Officer*, which may pose or constitute an undue or unreasonable danger, hazard or risk to the health and safety of any *person*, place or thing shall be abated or removed by the *owner* or *occupant* thereof.

5.2 Structural Adequacy

5.2.1 Every part of a building or structure on a *property* shall be *maintained* in good *repair* and in structurally sound condition as:

- a) to be capable of sustaining safely its own weight and any load to which it normally might be subjected;
- b) to be capable of safely accommodating all normal structural movements without damage, decay or deterioration;
- c) to be capable of adequately performing its intended function; and
- d) to prevent the entry of moisture or the elements that would contribute to damage, fungus growth, decay or deterioration.

5.2.2 If, in the opinion of the *Officer*, there is doubt as to the structural condition and adequacy of a building or structure or parts thereof, the *Officer* may *order* that such building or structure or parts thereof be examined by a professional engineer, licensed to practice in Ontario and employed by the *owner* of the building or authorized agent, and that a written report, which may include drawings for any recommended remedial work designed by the engineer, be provided with details of the findings of such examination and be submitted to the *Officer*.

5.2.3 An engineer's report shall contain any remedial work required specify repair drawings and details to ensure the structural adequacy and safety of the building or part thereof.

- 5.2.4 No structural element may be added, removed, *repaired* or modified in any manner until a required permit has been obtained from the *Chief Building Official*.
- 5.2.5 For the purpose of this section “structure” shall include a *fence*, shed, sign or other building in addition to structures defined in the *Act* or *Building Code*.

5.3 Maintenance of Yards

- 5.3.1 Every *yard*, whether vacant or not, shall be kept clean and free from:
- a) rubbish, *refuse*, garbage, brush, waste, litter, trade waste and other debris;
 - b) rodents, *vermin*, insects and other pests and from any condition which may encourage the infestation or harbouring of such pests;
 - c) weeds and grass exceeding six (6) inches in height;
 - d) noxious weeds as defined by the *Weeds Control Act*, R.S.O. 1990, c. W.5, as amended;
 - e) damaged or dead *ground cover*;
 - f) *vehicles*, boats and trailers that are wrecked, dismantled, partially dismantled, abandoned, unused, inoperative or not affixed with a valid plate displaying a valid permit registered to the *vehicle*, boat or trailer;
 - g) *vehicles*, except on a driveway that is constructed and surfaced in compliance with the *City Zoning By-Law*, as amended;

- h) domestic storage such as firewood, building materials, garden equipment and materials, unless such is stored neatly, but not in the front, interior or exterior side *yards*;
- i) holes, excavations or any unprotected wells that create a hazard;
- j) stagnant water which provides a breeding place for mosquitoes or other health hazards;
- k) machinery or any parts thereof, or other objects or parts thereof, or accumulation of material that creates an *unsafe condition*;
- l) excrement;
- m) damaged or dilapidated landscape or garden features such as but not limited to awnings, marquees, canopies, garden furniture, pergolas trellis, lattice, statues and benches;
- n) garbage *bins*, unless they are actively being used in connection with the construction or *demolition* of a building or structure; and
- o) any unsightly or *unsafe condition* out of character with the surrounding environment at the discretion of the Officer.

5.4 Plantings

5.4.1 Hedges, shrubs, plantings, or trees shall be *maintained* in a manner that does not:

- a) obstruct the safety of the public;

- b) obstruct the safety of vehicular or pedestrian traffic;
- c) partially or wholly conceal or interfere with the use of any hydrant or water valve; and
- d) overhang upon any pavement, sidewalk or travelled portion of any street or highway.

5.5 Erosion Control

5.5.1 Ground Cover shall be provided and *maintained* to prevent erosion of the soil. Where grass forms part of the ground cover, it shall be resodded or reseeded as often as is required to *maintain* the grass in a living condition or manner.

5.6 Sewage Discharge and Drainage

5.6.1 Sanitary sewage or organic waste shall be discharged only through the building drain and building sewer into a sewage system.

5.6.2 Untreated or inadequately treated sanitary sewage shall not be discharged onto the surface of the ground, whether into a natural or artificial drainage system or otherwise.

5.6.3 Roof drainage or storm water, swimming pool or sump pump water discharge shall:

- a) be drained from the lands so as to prevent recurrent ponding or entrance of water into a basement or cellar; and
- b) not be discharged on walkways, sidewalks, stairs, or neighbouring property.

- 5.6.4 Where eavestroughs and downspouts are installed, the roof drainage shall be discharged onto the ground at least 1.0 m (39 in.) from the building when it is physically possible.
- 5.6.5 Subsection 5.6.4 does not apply where the downspouts discharge the roof drainage onto a paved area provided that the water does not drain onto adjoining properties.
- 5.6.6 Where eavestroughs, roof gutters and downspouts are installed, they shall be *maintained* in good *repair*, free from leaks, and securely fastened to the building.
- 5.6.7 Catch basins shall be *maintained* in good *repair* and free of debris and obstructions which would prevent them from functioning properly.

5.7 Lot Grading – Site Drainage

- 5.7.1 Any site alterations shall adhere to the *City's* Grading By-Law as required.

5.8 Outside storage

- 5.8.1 Where *refuse* or recyclable material is stored for disposal outside of the enclosed walls of a building, the *refuse* or recyclable material, except for single and semi-detached residential buildings, shall be blocked from view if stored less than 60 m (196 feet) from a public highway, street, walkway, park or residential property so as not to be visible from such locations or as required under an approved site plan.
- 5.8.2 In addition to the conditions outlined in section 5.8.1, the storage of *refuse* or recyclable material by an *owner* shall

be blocked from view and the aforementioned visual blockage shall:

- a) extend from grade to a height of 0.3 m (1 ft.) above the height of the storage container(s);
- b) consist of a continuous opaque visual barrier;
- c) be *maintained* in good *repair*, clean sanitary and odour-controlled condition;
- d) be vermin free; and
- e) comply to the requirements of the *City's Fence By-Law* as required.

5.8.3 Any *property* that introduces outside storage may be subject to Site Plan Control pursuant to the *Planning Act*, R.S.O. 1990 c. P. 13.

5.9 Accessory Buildings

5.9.1 An accessory building, other than farm out-buildings shall be:

- a) protected by paint, preservative or other weather-resistant material;
- b) structurally sound and plumb, unless specifically designed to be other than vertical;
- c) *maintained* in good *repair* and free of accident hazards;
- d) be free of unsightly appearance; and
- e) be free of any *unsafe condition*.

5.10 Fence

5.10.1 *Fences shall be maintained:*

- a) in a structurally sound condition;
- b) in good *repair*, free from cracks, missing, broken, or warped components;
- c) free from posters, *signs*, notices, advertising materials, words, slogans, pictures, drawings, *graffiti* or other defacements;
- d) as to be free of overhanging upon any pavement, sidewalk or travelled portion of any street or highway;
- e) in a plumb condition, unless specifically designed to be other than vertical;
- f) so that it is of uniform appearance;
- g) free of an unsightly appearance; and
- h) be free of any *unsafe condition*.

5.10.2 *Fences shall be free of any support for any structure, object or thing that could exert a lateral force against or upon the fence.*

5.10.3 *Fences shall be capable of performing safely the function for which they were constructed.*

5.10.4 *Fences shall be kept free from deterioration by the application of paint or other suitable protective materials of uniform colour, or constructed of a material that is resistant to such deterioration.*

5.11 Driveways and Parking Lots

5.11.1 All driveways, parking lots and walkways shall be:

- a) *maintained* in good *repair*,
- b) kept free of dirt, surface dust, *refuse*, and other debris or materials;
- c) free from deep holes and ruts; and
- d) free from excessive ponding of water.

5.12 Retaining Wall

5.12.1 All retaining walls, screen walls and ornamental walls shall be constructed of durable material and shall be *maintained* in a structurally sound condition, in good *repair*, and free of hazards.

5.12.2 Such maintenance includes:

- a) redesigning and rebuilding to the requirements of the *Building Code*, or replacing of all deteriorated, damaged, misaligned or missing portions of the wall, railings or guards appurtenant thereto;
- b) installing subsoil drains where required to maintain the stability of the wall;
- c) grouting masonry cracks; and
- d) applying to all exposed metal or wooden components, protective coating of paint or equivalent weather-resistant material.

5.13 Exterior Lighting

- 5.13.1 Every stairway, exterior exit and entrance doorway, cellar, basement entrance or building entrance shall have a permanently installed lighting fixture that shall be *maintained* in good *repair*.
- 5.13.2 All common areas, including underground parking areas shall have a permanently installed lighting fixture that shall be *maintained* in good *repair* and shall be illuminated so as to provide safe passage.
- 5.13.3 Exterior lighting fixtures and indoor lighting that can be seen outdoors, shall be directed and *maintained*, or have barriers or shades placed and *maintained* in a manner so as to prevent or block the light source, regardless of whether such building has or may have shades, drapes or other interior/exterior window coverings, from shining directly onto abutting *properties*.
- 5.13.4 Sensor activated lighting shall not be activated by activity off the property.
- 5.13.5 Exterior lighting fixtures and the connections thereto shall be *maintained* in good *repair*.

5.14 Garbage and Refuse

- 5.14.1 Every *dwelling* and every *dwelling unit* within a building shall be provided with sufficient *bins* or receptacles to contain all garbage and *refuse*.
- 5.14.2 Every receptacle shall be an acceptable bag or container that is:
- a) constructed of a watertight material;

- b) constructed to prevent the entry of *vermin*, birds or other animals;
- c) provided with a tight-fitting cover, which shall be kept closed at all times except when garbage or *refuse* is being placed therein; and
- d) *maintained* in a clean and sanitary condition.

5.14.3 Bags containing garbage or *refuse* shall not be stored outdoors unless protected from damage or stored in a receptacle.

5.14.4 In *multi-residential* buildings, when provided, every garbage chute, garbage disposal room, garbage storage area, garbage container, *bin*, or receptacle shall be:

- a) washed and disinfected as often as is necessary to *maintain* a clean and odour free condition; and
- b) *maintained* in good *repair*.

5.14.5 Every garbage disposal room and garbage area shall be readily accessible to all occupants for whom the facility is required to be provided, or in the alternative, be readily accessible by an operable garbage chute provided for this purpose.

5.14.6 The *landlord* of *multi-residential* buildings that do not have garbage disposal rooms shall provide a *bin* or receptacle of sufficient size to contain all garbage and *refuse* generated between collections by the occupants served, and such garbage or *refuse* shall not be loaded beyond the top of the *bin* or receptacle.

- 5.14.7 Every outdoor *bin* or receptacle shall be located in the rear yard, when space can accommodate it, or otherwise in a side yard, but shall not be located in a front yard and shall not be adjacent to any combustible structure or placed within 3 m (10 ft.) vertically or horizontally of any opening in a *habitable* room of the building or of any neighbouring building.
- 5.14.8 Despite any provision in this section, an outdoor *bin* or receptacle may be located in the front yard of a *dwelling* on a farm *property* and *residential property* over 7.5 acres in size where only one *dwelling unit* is situated on the *property* or where authority has been granted under a site plan or other agreement.
- 5.14.9 Where commercial *bins* or containers or in-situ are visible from a public street or lane, or the subject *property* abuts *residential property*, the area where the *bins* or containers are stored shall be enclosed on all sides by a wall or solid *fence* not less than 1.8 m (6 ft.), such wall or *fence* containing an adequate door or gate to allow for the removal of garbage or *refuse*.
- 5.14.10 Every container for organic waste and recyclable items shall be *maintained* in a clean, neat and tidy condition and emptied regularly in accordance with the waste collection schedule established by the *City*.

5.15 Elevators

- 5.15.1 Elevators shall be certified to be in good working order and in compliance with the *Technical Standards and Safety Act*, 2000, S.O. 2000, c. 16, as amended, a certificate of safety and Maximum Occupant Load shall be posted in all elevators.

5.15.2 Elevators shall be *maintained* in good repair, and in a clean condition, free from litter, garbage, *refuse* or debris, stains, *graffiti* and advertisements.

5.15.3 All elevator parts and appendages, including light fixtures, lamps, elevator buttons, floor indicators and ventilation fans shall be *maintained* and be kept in good *repair* and operational.

5.16 Swimming Pool

5.16.1 All *swimming pools*, wading pools, ponds and any appurtenance thereto, including *fences* and gates, shall be *maintained* in good *repair*.

5.16.2 All *swimming pools fences* and enclosure shall comply to the City's Fence By-Law.

5.16.3 *Swimming pools* shall be kept free from stagnant water and any other *unsafe condition*.

5.16.4 *Swimming pools* and any accessory or parts thereof which are not operated shall be removed or fitted with suitable cover so as to prevent visual blight, the entrance of elements, or the infestation of *vermin*, pests or insects.

5.17 Towers, Gantries, Masts, and Antennae

5.17.1 Towers, gantries, masts, flags, antennae, craneways, lightening arrestors, television and radio antennae and structures of similar character shall be *maintained*:

a) in good *repair*;

b) reasonably plumb, unless specifically designed to be other than vertical.; and

- c) free of unsafe conditions, fire hazards, and properly anchored in a safe and structurally sound conditions.

5.18 Signs

5.18.1 A *sign* and any structure connected therewith shall be installed and *maintained*:

- a) in good *repair* without any visible deterioration or rust when viewed from any property other than the *property* on which the sign is situated;
- b) in a safe and structurally sound condition;
- c) reasonably plumb, unless approved by the *City*; and
- d) any unused or discarded sign shall be removed from the *property* or shall be stored within a building.

5.19 Unprotected opening

5.19.1 Any unprotected holes, voids, excavations, or cavities of similar character over 0.46 metres (18") in depth shall be filled or safely covered.

5.19.2 A well, cistern, cesspool, privy vault, pit or excavation shall be permanently sealed or secured by a fence, cover or netting, unless it is in active use, in which event it shall be secured by fencing with warning signs until the use has ceased, whereupon they shall be sealed or secured as required above by approved means.

5.19.3 Any fencing, hoarding or similar barrier, used on a *property* shall be *maintained* in good *repair*, neatly painted or otherwise treated and kept free from posters, signs,

notices, advertising material, words, pictures or other defacements and be constructed in a sturdy manner in accordance with all requirements of the Ontario Ministry of Labour.

5.20 Fire Protection Equipment

- 5.20.1 All fire protection equipment, including private fire hydrants, sprinkler/standpipe systems, fire hoses and nozzles and fire extinguishers, fire alarm systems and annunciator panel, smoke alarms/detectors, shall be *maintained* in good *repair* and free of encumbrances so as to effectively perform their intended function.
- 5.20.2 Aforementioned equipment shall be installed in conformance to all current codes, standards, legislation and By-Laws and shall be *maintained* in strict conformity with the requirements of the *Ontario Fire Code* and Cornwall Fire Services.
- 5.20.3 No *owner* or *occupant* shall:
- a) throw, place, bring or deposit snow or ice on or immediately adjacent to a fire hydrant, sprinkler connection or fire escape;
 - b) in any manner obstruct access to a fire hydrant, sprinkler connection or fire escape;
 - c) place a plant or vegetation that will obstruct or restrict access to a fire hydrant, sprinkler connection or fire escape; or
 - d) construct or place any building, structure, or part thereof or apparatus immediately adjacent to a fire hydrant, sprinkler connection or fire escape, in a manner that

obstructs access to a fire hydrant, sprinkler connection or fire escape.

5.20.4 Private fire hydrants and sprinkler/standpipe connections shall be maintained by the owner in good repair in accordance with the *Ontario Fire Code* and applicable regulations and shall be readily available and unobstructed for use at all times.

5.20.5 *Owners and occupants* shall ensure that fire hydrants, sprinkler connections and fire escapes on or adjacent to their property, are clear of snow accumulation.

6.0 STANDARDS FOR EXTERIOR OF PROPERTIES

6.1 Foundations

6.1.1 The foundations, walls, columns, beams, floor and roof slabs of a building, including ancillary structures such as parking garages, shall be *maintained* in good *repair*.

6.1.2 A foundation wall, basement, cellar or crawl space floor, slab on grade, exterior wall and roof shall be structurally sound, weather tight and damp-proofed and shall be *maintained* in good *repair*, so as to protect against deterioration caused by the elements, fungus, mould, dry rot, rodents, *vermin* or insects.

6.1.3 The foundations, walls, columns, beams, floors, roof slabs and balconies of all buildings, including parking garages and accessory buildings, shall be *maintained*:

a) in a state of good *repair*;

- b) free from decayed, damaged or weakened sills, beams, piers, post or other supports;
- c) in a manner so as to prevent the entry of moisture into the building; and
- d) in a manner to prevent settlement of the building.

6.2 Exterior Walls

- 6.2.1 The exterior walls and their components shall be *maintained* in good *repair*, so as to prevent their deterioration due to weather or *vermin*, and shall be so *maintained* in good *repair* by:
 - a) painting, restoring, or *repairing* of the walls, coping or flashing; or
 - b) the waterproofing of joints and of the walls themselves.
- 6.2.2 Patching and *repairs* to exterior walls shall be made with the same or visually similar material and shall blend with the existing adjacent material or the whole shall be painted or clad to form a solid appearance with the surrounding surface.
- 6.2.3 Appropriate measures shall be taken to remove any unsightly makings, stains, or other defacement, including *graffiti*, occurring on an exposed exterior surface and, where necessary, to restore the surface as nearly as possible to its original condition.
- 6.2.4 All exterior surfaces shall be *maintained* of materials which by themselves or when treated provide adequate protection from the weather.

6.3 Doors and Windows

- 6.3.1 All exterior openings for doors or windows shall be fitted with doors or windows that are capable of being opened or closed easily, unless, in the case of windows, the windows were manufactured to be fixed.
- 6.3.2 Windows, exterior doors and basement or cellar hatchways shall be *maintained* in a weathertight condition to prevent drafts or leakage and protected by suitable materials to prevent the entry of *vermin* into the building.
- 6.3.3 Doors, doorframes, window frames, sashes, casings and weatherstripping that have been damaged or show evidence of decay or other deterioration shall be painted, *repaired* or replaced.
- 6.3.4 Weatherstripping and caulking that have been damaged or show evidence of decay or other deterioration shall be *maintained* in good *repair*.
- 6.3.5 The following items shall be *repaired* or replaced:
- a) missing, broken and/or cracked, glass;
 - b) missing and/or defective door hardware; or
 - c) missing and/or defective window hardware.
- 6.3.6 Every entrance door in every *dwelling unit* shall have a locking device so as to be capable of being locked from both inside and outside the dwelling unit.
- 6.3.7 The entrance door in every rooming unit shall have a locking device so as to be capable of being locked from both inside and outside the rooming unit.

- 6.3.8 All windows intended to be opened and all exterior doors shall have hardware so as to be capable of being locked or otherwise secured from inside the *dwelling unit*.
- 6.3.9 All windows in a *dwelling unit* shall be double glazed or provided with storm windows or other approved means of minimizing heat loss and infiltration, during the season in which heat is required.
- 6.3.10 All windows in a *dwelling unit* that are capable of being opened shall be provided with screens, and the screens shall be *maintained* in good *repair* so as to effectively prevent the entry of *vermin*.

6.4 Garage and Garage Doors

- 6.4.1 The construction between an attached or built-in garage and a *dwelling unit* shall provide an effective barrier to gas and exhaust fumes.
- 6.4.2 A door to an attached or built-in garage and a *dwelling unit* shall be tight-fitting and weather-stripped which will automatically close and latch to provide an effective barrier against the passage of gases and exhaust fumes and shall be fitted with a self-closing device.
- 6.4.3 Windows between an attached or built-in garage and a dwelling unit shall be non-operable.
- 6.4.4 Garage doors shall be *maintained* and:
- a) kept in good *repair* and structurally sound;
 - b) kept free from holes and cracks;

- c) able to open and close without impediment;
- d) able to open manually if there is an interruption in power or there is a mechanical failure; and
- e) kept free of any *graffiti*.

6.5 Balconies, Porches, and Decks

6.5.1 Balconies, porches and decks shall be *maintained*:

- a) in good *repair*;
- b) free from *refuse*, rubbish, debris and the accumulation of materials;
- c) properly and securely anchored; and
- d) protected against deterioration and decay by the periodic application of a weather resistant material such as paint.

6.5.2 Any accessory attachments to a balcony, porch or deck, including screens and awnings, shall be *maintained* in good *repair*.

6.6 Roofs

6.6.1 Roofs and their components shall be *maintained*:

- a) in a structurally sound condition;
- b) in a water-tight condition;
- c) free from loose or unsecured objects or materials;

- d) free from hazards, including dangerous accumulations of snow and/or ice;
- e) free from any garbage or *refuse*; and
- f) free from conditions causing or contributing to leaks.

6.6.2 Soffit and fascia components shall be secured and *maintained* in good *repair*.

6.7 Eavestrough and Flashings

6.7.1 Eavestrough, roof gutter, rainwater pipes, and downspouts, flashing and all exterior metal ducts shall be properly secured free from loose or unsecured objects, free from obstructions and other hazards, weathertight, free of holes and *maintained* in good *repair*.

6.7.2 Eavestrough, roof gutter, rainwater pipes, and downspouts, flashing and all exterior metal ducts shall be kept free from rust by the application of a suitable protective material such as paint, and shall be *maintained* in good *repair*.

6.7.3 Every roof drainage shall be discharged onto the ground at least 1.0 m (39 in.) from the building or structure, when it is physically possible to do so, providing that it does not adversely affect adjacent properties, or cause erosion.

6.8 Chimneys

6.8.1 Every chimney, smoke pipe, flue and gas vent and other similar structure shall be *maintained* in good *repair* and:

- a) clear of obstructions;
- b) free from open joints;

- c) free from broken and loose masonry;
- d) in good *repair* and plumb;
- e) free of loose or missing bricks and mortar;
- f) free of loose, missing, or broken chimney caps;
- g) free from rusted stanchions, guy wires, braces, and similar attachment; and
- h) free from *unsafe conditions* and shall prevent gases and smoke from leaking into a building.

6.8.2 Any fuel-burning heating equipment used in a building shall be properly vented to the exterior by means of an approved flue pipe, smoke pipe, vent pipe or chimney.

6.9 Canopies, Marquees and Awnings

6.9.1 All canopies, marquees and awnings shall be properly anchored so as to be *maintained* in good *repair*, in safe and sound condition and shall be protected from decay and rust by a periodic application of weather-coating.

6.10 Miscellaneous

6.10.1 Where features, including but not limited to building design and placement, site access and servicing, waste storage, parking, loading, landscaping, grading, drainage and storm water management, have been required by the *City* as a condition of development or redevelopment approval or, in the case of grading or drainage, by an approved grading plan, such features shall be *repaired* or *maintained* so as to ensure continuous compliance with the *City*

development or redevelopment approval requirements or the approved grading plan.

7.0 STANDARDS FOR INTERIOR OF PROPERTIES

7.1 Air Quality

- 7.1.1 All buildings, or part thereof, shall be *maintained* in good *repair* as to be kept free from accumulations of airborne contaminants that may pose a health concern to any *person*.
- 7.1.2 No *person* shall occupy, or permit the occupancy of, a building, or part thereof, where a high concentration of airborne contaminants exist which may pose a health concern to any person who occupies the building, or part thereof.
- 7.1.3 Notwithstanding any provision of this By-Law, this section shall not apply if, in the opinion of the *Officer*, the presence of airborne contaminants is minor in nature and relates to general maintenance and/or lifestyle.

7.2 Mould

- 7.2.1 Any accumulation of mould shall be immediately cleaned and removed.
- 7.2.2 No *person* shall occupy or permit the occupancy of, a building, or part thereof, where an extensive accumulation of mould exists which could pose a health concern to any *person* who occupies the building, or part thereof.
- 7.2.3 Any condition in a building, including but not limited to water penetration, humidity or inadequate ventilation,

which may relate to the creation and growth of mould, shall be *repaired* or removed.

7.2.4 Notwithstanding any other provision of the By-Law, this section, shall not apply if, in the opinion of the *Officer*, the presence of mould is minor in nature or relates to general maintenance and/or lifestyle.

7.3 Interior Structure

7.3.1 In every building, or part thereof, all structural components, including but not limited to all joists, beams, studding, columns and roof rafters, shall be sound material and adequate for the load to which they are subjected.

7.4 Walls and Ceilings

7.4.1 Every wall and ceiling finish shall be:

- a) *maintained* in good *repair*;
- b) *maintained* so as to be easily cleaned; and
- c) free of holes, cracks, loose coverings, mould or other defects.

7.4.2 Where *dwelling units* are separated vertically, the dividing walls shall:

- a) be continuous in the basement from the top of the footing or the floor to the underside of the finished ceiling surface on the uppermost level;
- b) be continuous in the attic from the top of the finished ceiling surface to the underside of the finished roof surface; and

- c) be tightly sealed with caulking or similar non-combustible material.

7.4.3 Where *dwelling units* are separated horizontally, the separating ceiling shall be continuous to the interior side of the exterior walls, and such ceilings shall consist of gypsum wallboard or material providing an equivalent fire resistance rating, and all cracks or openings shall be tightly sealed with caulking or similar non-combustible material.

7.4.4 Sufficient thermal insulation to prevent condensation shall be provided between heated spaces and unheated attic spaces.

7.4.5 Every exterior wall above ground or part of a *habitable* room of a *residential* building opened or replaced during the course of alterations or renovations shall be insulated, in order to minimize heat loss, air infiltration and moisture condensation of the interior surfaces.

7.4.6 When walls and ceilings are *repaired*, they shall be surfaced with a finish compatible with the surrounding finishes.

7.4.7 Walls around a bathtub or shower shall be *maintained* as to be water-resistant and readily cleaned.

7.4.8 When walls, ceilings and columns of a storage garage have been painted, the surface shall be repainted as necessary and *maintained* in good *repair*.

7.5 Floors

7.5.1 Every floor shall be:

- a) acceptably level; and
- b) *maintained* in good *repair* so as to be free of all loose, warped, protruding, broken or decayed flooring, or other hazardous conditions that may cause an accident or allow dirt or mould to accumulate.

7.5.2 For the purposes of this section, “acceptably level” shall be defined as not more than 75 mm (3 in.) slope in 3 m (10 ft.) and not more than 2.5 cm (1 in.) in any 610 mm (2 ft.).

7.5.3 Where floors have been covered with linoleum or some other covering that has become worn or torn so that it retains dirt or may cause an accident, the linoleum or other covering shall be *repaired* or replaced.

7.5.4 Any *repair* or replacement required by this section shall be such that the material used shall have a finish similar to that of the original covering.

7.5.5 Every bathroom, powder room and shower room shall have a floor of water-repellent material.

7.6 Means of Egress

7.6.1 Every *dwelling unit* shall have a direct egress so as to provide a safe, continuous and unobstructed exit from the interior of the building to the street or grade level.

7.6.2 There shall be a secondary means of egress for every *dwelling unit* located on each floor above the second floor, and for two (2) or more dwelling units or two (2) or more rooming units located in the basement, so as to provide a safe and convenient means of egress in case of an emergency.

- 7.6.3 For the purposes of this section, a window may be used as a secondary means of egress in a unit provided that:
- a) it can be easily opened from the inside without the use of a key, tools, special device or knowledge;
 - b) it has an individual open portion that is a minimum width of 0.56 m (22 in.) and a minimum height of 1.0 m (39 in.); and
 - c) it has a sill no more than 1.0 m (39 in.) above the floor or permanent access.
- 7.6.4 A secondary means of egress may be required for a *dwelling unit* or rooming unit if, in the opinion of the *Officer*, there exists a hazardous condition.
- 7.6.5 A required means of egress shall not pass through an attached or built-in garage or an enclosed part of the *dwelling unit*.
- 7.6.6 All means of egress shall be:
- a) *maintained* in good *repair*, and
 - b) free of ice, snow, *refuse*, or conditions which constitute a hazard.

7.7 Stairs, Handrails, and Guards

- 7.7.1 All stairs, porches, decks, landings, treads, risers, fire escapes or other similar structures shall have guards or handrails which shall be *maintained* in good *repair* and shall be capable of supporting all loads to which they might reasonably be subjected.

7.7.2 All guards and handrails shall be installed and *maintained* in accordance with the *Building Code* so as to afford reasonable protection against accident or injury to any *person* in or on a *property*.

7.8 Electrical Systems

7.8.1 A supply of electrical power, wiring and receptacles acceptable to the Electrical Safety Authority shall be provided and properly *maintained* by the *landlord* to all *habitable* areas and interior common areas in a *residential* rental *property*.

7.8.2 All electrical fixtures, switches, receptables, wiring and connections thereto shall be *maintained* in good *repair*, and free of conditions dangerous to *persons* or *property*.

7.8.3 Every kitchen in *dwelling* or *dwelling unit* shall have outlets suitable for a refrigerator and a cooking appliance.

7.8.4 If the *landlord* supplies a meter for electricity for the purposes of billing the tenant individually, it shall be properly *maintained* by the *landlord* and kept accessible to tenants.

7.9 Natural Light

7.9.1 Every *habitable* room except a kitchen and/or bathroom, shall have a window facing outside and admits as much natural light equal to not less than:

a) ten (10) percent of the floor area for living and dining rooms; and

b) five (5) percent of the floor area for bedrooms and other finished room.

7.10 Lighting

- 7.10.1 Within a *dwelling unit*, every stairway, exterior exit and entrance doorway, bath or shower room, toilet room, kitchen, corridor, basement, laundry room and utility room in a building shall have permanently installed working lighting that shall be *maintained* in good *repair*, so as to properly perform its intended function.
- 7.10.2 Every hallway, stairway, common area and underground parking area shall have permanently installed working lighting that shall be *maintained* in good *repair*, so as to properly perform its intended function, and be properly illuminated so as to provide safe passage.
- 7.10.3 Lighting required by the *Building Code* shall be provided and be *maintained* in good *repair* as to allow for an adequate level of lighting so that the use normally carried out in such areas can be undertaken safely.

7.11 Water Supply

- 7.11.1 Every *dwelling unit*, shall be provided with an adequate supply of potable and running water from a source approved by the Medical Officer of Health.
- 7.11.2 Every sink, washbasin, bathtub or shower required by this By-Law shall have an adequate supply of hot and cold running water.
- 7.11.3 Hot water as required in section, shall be supplied at a temperature of not less than 43° C (109° F) and not more than 49° C (120° F) in a quantity of at least 165 litres (36 gallons) for 15 minutes with a minimum recovery rate for the temperature of 45 litres (10 gallons) per hour.

7.11.4 Adequate running water shall be supplied to every water closet.

7.12 Plumbing

7.12.1 All plumbing, drainpipes, water pipes, plumbing fixtures and appliances, and every connecting line to the sewage system shall:

- a) be *maintained* in good *repair*, free from leaks or defects;
- b) be protected from freezing;
- c) be connected to the sewage system through water sealed traps; and
- d) be kept in a clean sanitary condition.

7.13 Heating

7.13.1 Every *dwelling* and *dwelling unit* shall be provided with an adequate heating system capable of maintaining a room at 1.5 m above floor level and 1.0 metre from exterior walls in all *habitable* spaces and in any area intended for normal use, is at least 20° C (68° F).

7.13.2 Every *multi-residential* building shall have heating equipment capable of maintaining the temperature levels as required by this section.

7.13.3 Heating systems shall be *maintained* in good *repair* and in a safe working condition.

7.13.4 No *dwelling unit* shall be equipped with portable heating equipment as the primary source of heat.

- 7.13.5 Only heating equipment approved for use by a recognized standards testing authority shall be provided in a room used or intended for use for sleeping purposes.
- 7.13.6 Solid fuel burning appliances shall conform to the standards as set out in the *Building Code* and any other applicable regulations.

7.14 Heating, Ventilation, and Air Conditioning

- 7.14.1 All heating, ventilation, and mechanical systems and their components shall be provided, *maintained* and operated free from safety hazards and kept in good *repair*.
- 7.14.2 Ventilation shall be provided to, maintained, and operated in all rooms and spaces within a building so as to prevent accumulations of heat, dust, fumes, gases, including carbon monoxide, vapours and other contaminants which may create a fire, explosion, toxic hazard or other hazard.
- 7.14.3 An opening for natural ventilation may be omitted from a bathroom where a system of mechanical ventilation has been provided, such as exhaust fan with a duct leading to the exterior.
- 7.14.4 Air conditioners which are installed and operated directly over a public sidewalk shall be equipped with proper devices for the prevention of condensation drainage upon the sidewalk.

7.15 Vermin Control

- 7.15.1 The property shall be kept free of *vermin* at all times, and methods used for exterminating shall be in accordance with the provisions of the *Pesticides Act*, R.S.O. 1990,

c. P. 11, as amended, and all regulations enacted pursuant thereto.

a) The owner of a building shall take the appropriate steps to remove all vermin infestations using a licensed pest control agency in accordance with all applicable laws.

b) The *owner* of a building that has used a pest control agency shall produce for the *Officer*, on demand, documented proof of steps taken to eliminate the *vermin*.

7.15.2 Basement or cellar windows used or required for ventilation, and any other opening in a basement or cellar, including a floor drain, that may permit the entry of *vermin* shall be screened with wire mesh, metal grill or other durable material which will effectively exclude *vermin*.

7.15.3 Openings and holes in a building, including chimneys, windows, doors, vents, holes for pipes and electrical fixtures, cracks and floor drains that might permit the entry of rodents, *vermin*, insects, birds or other pests shall be screened or sealed as appropriate and *maintain* in good *repair*.

8.0 ADDITIONAL STANDARDS FOR DWELLING UNITS

8.1 Duties of Owners and Occupants

8.1.1 In addition to the *standards* for the maintenance and occupancy of *property* as set out in this By-Law, the *owner* of a *residential property* shall also comply with *standards* for *dwelling units* in this section.

8.1.2 Every *occupant* of a *dwelling unit*, or in that part of the *dwelling unit* that they occupy or control shall:

- a) limit the number of *occupants* thereof to the maximum number permitted by the By-Law;
- b) keep all exits unobstructed; and
- c) cooperate with the *landlord* in complying with the requirements of this By-Law.

8.2 Occupancy Standards

- 8.2.1 The maximum number of *occupants* in a *dwelling unit* shall not exceed one (1) *person* for each 9.3 m² (100 ft²) of *habitable* room floor area.
- 8.2.2 No room in a *dwelling unit* shall be used for sleeping purposes unless there is a minimum width of 1.8 m (6 ft.) and a floor area of 5.5 m² (60 ft²).
- 8.2.3 The minimum floor area of a room in a *dwelling unit* used by two (2) or more persons for sleeping shall be 3.7 m² (40 sq. ft.) for each person so using the room.
- 8.2.4 No room in a rooming house shall be used for sleeping purposes unless it has a minimum width of 2 m (6 ft. 7 in.) and a floor area of at least 7 m² (75 ft²).
- 8.2.5 The minimum floor area of a room in a rooming house used by two (2) or more persons for sleeping shall be 4.6 m² (50 ft²) for each person so using the room.
- 8.2.6 Every service room, in other than a *dwelling unit* not serving another *dwelling unit*, shall be separated by partitions having the fire resistance rating of at least one (1) hour.

8.2.7 Access to each habitable room shall be gained without passage through a furnace, boiler room or hazardous equipment room.

8.3 Facilities

8.3.1 Every *supplied facility* shall be so constructed and *maintained* so that it will function safely and effectively, and in good *repair*.

8.4 Required Plumbing Fixtures

8.4.1 Every *dwelling* or *dwelling unit* shall contain; a water closet, a kitchen sink, a washbasin and a bathtub or shower, and with the exception of a water closet, be equipped with hot and cold running water.

8.4.2 Where a *dwelling unit* is used as a rooming or boarding house, the *occupants* may share a single bathroom provided that:

- a) a total of not more than five (5) *persons* occupying the *dwelling unit*;
- b) for each additional five (5) *persons* or less, there shall be an additional water closet, washbasin and bathtub or shower; and
- c) access to the bathroom can be accessed without passing through another *dwelling unit*, travelling along an unheated corridor, or travelling outside the building containing the *dwelling unit*.

8.5 Kitchens

- 8.5.1 The back splash and countertop around the kitchen sink shall have an impervious surface.
- 8.5.2 Every kitchen shall have connected and operating gas or electrical supply for cooking and refrigeration purposes as approved by the appropriate authority.
- 8.5.3 Cupboards for food, dishes and cooking utensils shall be of sufficient strength that they will not collapse, tip or if fastened to a wall, become detached when filled.
- 8.5.4 Every kitchen shall have a countertop work surface at least 1.2 m (4 ft.) in total length, exclusive of the sink, is impervious to moisture and grease, and easily cleanable so as to not impart any toxic or deleterious effect to food.
- 8.5.5 The following items in every kitchen shall be *maintained* in good *repair*,
- a) cupboards and cupboard doors;
 - b) missing or defective cupboard hardware;
 - c) drawers;
 - d) missing or defective drawer hardware; and
 - e) countertops.
- 8.5.6 Where appliances are provided, they shall be *maintained* in good *repair* and in a safe condition.

8.6 Bathrooms

- 8.6.1 Every bathroom shall be located within and accessible from within the *dwelling unit*.

- 8.6.2 Every bathroom shall be fully enclosed and shall have a door capable of being locked from the inside so as to provide privacy for the user.
- 8.6.3 A washbasin shall be located in the same room as the water closet and, where this is not possible, a washbasin shall be located in a room conveniently adjacent to the room containing the water closet.
- 8.6.4 Materials, items or components in a bathroom or powder room including but not limited to the vanity, vanity top, vanity drawers, vanity doors, missing vanity hardware, defective vanity hardware, missing vanity door hardware or defective vanity door hardware shall be *maintained* in good *repair*.
- 8.6.5 Bathtubs and showers shall be caulked so as to form a continuous watertight seal and *maintained* in good *repair*.
- 8.6.6 No water closet or urinal shall be located in a room used for or intended to be used for sleeping or preparing, consuming or storing food.

8.7 Floors

- 8.7.1 Floors and floor coverings shall be *maintained* free from refuse, rubbish, and debris.
- 8.7.2 Floors and floor coverings shall be *maintained* in good *repair* and reasonably smooth and level and free from warped or decayed boards, holes, large cracks, depressions, protrusions, deterioration or other defects.
- 8.7.3 Floors and floor coverings shall be water resistant material in every bathroom, kitchen, laundry or shower room.

8.7.4 Deteriorated or damaged floor coverings shall be *repaired* or replaced with materials so that the flooring presents a uniform and neat appearance.

8.7.5 *Repairs* made to floor coverings shall be finished to reasonably match existing floor coverings.

8.8 Interior Walls and Ceilings

8.8.1 Interior walls and ceilings shall be *maintained* in good *repair* free from holes, cracks, broken plaster, loose or broken masonry;

8.8.2 *Repairs* made to interior walls and ceilings shall be finished to match existing walls and ceilings.

8.9 Smoke Detectors

8.9.1 Smoke detectors shall be *maintained* in good *repair*.

8.9.2 Smoke detectors shall be installed adjacent to each sleeping area in a *dwelling unit*.

8.10 Disconnection of Utilities

8.10.1 No *owner* or *occupant*, shall disconnect or cause to be disconnected or permit to be disconnected any service or utility providing light, heat, refrigeration, water or cooking facilities for a *dwelling unit* occupied by a tenant except for such a reasonable period of time as may be required for the purposes of *repairing*, replacing or altering such service or utility.

8.10.2 No *owner* shall disconnect a utility service that is provided as part of a lease or rental agreement.

9.0 ADDITIONAL STANDARDS FOR MULTI-RESIDENTIAL PROPERTIES

9.1 Application

9.1.1 In addition to the *standards* for the maintenance and occupancy of *property* as set out in this By-Law, the *owner* of *multi-residential properties* shall also comply with the Standards for *multi-residential properties* in this section.

9.2 Ancillary Rooms

9.2.1 All provided laundry, recreation and other ancillary rooms, and the facilities, amenities and associated equipment for the rooms, shall be kept clean and *maintained* in a safe condition and in good *repair*.

9.2.2 All sinks provided in ancillary rooms shall be connected to hot and cold water and properly connected to the drainage system.

9.2.3 All laundry rooms shall have a trapped floor drain connected the drainage system capable of adequately draining the floor.

9.2.4 Recreational amenities, facilities rooms, play areas and play surfaces, indoor and outdoor *swimming pools* and equipment shall be *maintained* in good *repair*, clean and be available for use at reasonable hours.

9.3 Common Areas

9.3.1 Every common area including but not limited to, floor, stair, landing and every appurtenance, surface and finish attached to or laid upon it shall be *maintained* so as to properly perform its intended function.

- 9.3.2 Every common area including but not limited to, laundry room, garbage room, boiler room and storage garage of the building shall be adequately ventilated.
- 9.3.3 Common area stair handrails shall be *maintained* free from damage and obstructions.
- 9.3.4 Exit signs shall be lighted, placed at appropriate locations, and *maintained* in good *repair*.
- 9.3.5 All pedestrian exit doors and associated hardware shall be *maintained* in good *repair* and provided with proper security measures to prevent unwanted access.

9.4 Storage Rooms

- 9.4.1 Walls, ceilings, floors, and doors of a storage room shall be *maintained* in good *repair* and kept clean and free from holes and cracks.
- 9.4.2 Storage room doors and their locking devices shall be *maintained* in good *repair*.
- 9.4.3 Walls, ceilings, floors and doors of a storage room shall be kept clean and free from *graffiti*.
- 9.4.4 Adequate lighting shall be provided and *maintained* in every storage room and kept in good *repair* and working order.

9.5 Shared Entrances

- 9.5.1 Every door used as an entrance to or exit from a *multi-residential* building shall be kept closed and locked and equipped with self-closing and self-locking

mechanisms, and the door shall not be secured in an open position except in an emergency situation.

9.5.2 All doors used as an entrance to or exit from a *multi-residential* building, including the self-closing and self-locking mechanisms, shall be kept in good working order.

9.6 Communication Systems

9.6.1 Where a communication system between each *dwelling unit* and the principal entrance and a security locking and release device for the entrance has been provided and is controlled from each *dwelling unit*, such devices, shall be *maintained* in good *repair*.

9.6.2 The communication system shall not identify an *occupant* by unit number.

9.7 Garage Doors

9.7.1 Garage doors equipped with an automatic closing mechanism shall be equipped with an operational sensory device to detect any *person, vehicle*, animal or object when crossing its path.

9.7.2 All swipe card or key access devices to a garage door shall be *maintained* in good *repair* and working order.

9.8 Parking Garages

9.8.1 Every wall, floor, ceiling and columns of every parking garage shall be *maintained* in good *repair*, and free from holes, breaks or cracks and impervious to water.

- 9.8.2 Every wall, floor, ceiling and column shall be free from any *graffiti*.
- 9.8.3 Every parking garage shall be kept clean and free from *refuse*, garbage, litter, debris or rubbish.
- 9.8.4 No machinery, boats, *vehicles*, trailers or parts of them that are in a wrecked, discarded, dismantled, inoperative or abandoned condition shall be kept or allowed to remain in a parking garage.
- 9.8.5 Every parking garage shall be adequately lighted.

9.9 Garbage

- 9.9.1 *Multi-residential properties* shall have a garbage storage facility of sufficient number of suitable *bins* or receptacles, that are readily accessible to all *occupants* so as to contain all garbage, debris, refuse, and waste.
- 9.9.2 Every garbage chute, garbage storage facility, *bin* or receptacle shall be washed and disinfected as often as it is necessary to *maintain* a clean and odour free condition.

9.10 Mail

- 9.10.1 Where mailboxes or mail slots are provided, they shall be:
 - a) *maintained* in good *repair*;
 - b) secured with a locking device; and
 - c) one shall be provided for each *dwelling unit*.
- 9.10.2 Mail rooms shall be kept clean and free from any discarded papers, litter, rubbish, *refuse* and debris.

9.11 Contact Signs

- 9.11.1 A contact sign shall be posted and *maintained* in a prominent place in the front lobby or entrance of the building.
- 9.11.2 The sign shall indicate; the current name, address and telephone number of the *owner, landlord, manager, condominium corporation, property management company* or other *person* responsible for the *property* and the name and telephone number of the authorized *person* to contact in the case of an emergency on a twenty-four (24) hour basis.
- 9.11.3 The telephone numbers listed on the sign shall be telephone numbers that do not result in a charge back fee on the telephone bill for the telephone service used to call the listed telephone number.
- 9.11.4 If there is a change in the information displayed on the sign, the sign shall be revised to reflect the change within one (1) week of the change.

10.0 ADDITIONAL STANDARDS FOR NON-RESIDENTIAL PROPERTIES

10.1 Application

- 10.1.1 In addition to the *standards* for the maintenance and occupancy of *property* as set out in this By-Law, the *owner of non-residential property* shall also comply with the standards for *non-residential property* in this section.
- 10.1.2 *Non-residential property* shall be *maintained*:

- a) in a clean, sanitary and safe condition;
- b) free from such litter, *refuse* and debris including such litter and *refuse* as may be left by customers or other members of the general public and shall provide containers for the disposal of such litter and *refuse*;
- c) free from objects or *unsafe conditions* which are health, fire and accident hazards; and
- d) free from rodents, *vermin*, insects and pests.

10.2 Means of Egress

10.2.1 All means of egress within a non-residential property shall be:

- a) maintained free from all obstructions and impediments;
- b) provided with clear, unobstructed and readily visible exit signs, for every required exit; and
- c) provided with adequate lighting facilities capable of illuminating the means of egress to ensure the safe passage of *persons* exiting the building.

10.2.2 In a *mixed-use property*, no means of egress from the non-residential portion of the building shall pass through any part of any dwelling unit unless the *occupant* thereof is also the *occupant* of the non-residential portion.

10.2.3 When a second means of egress requires a *person* to travel across a roof top to reach a fire escape or second stairwell, then a walkway complete with railings must be

installed and *maintained* in good *repair* across said roof tops.

10.3 Storage Areas

10.3.1 Where outside storage of goods, materials, machinery or equipment and *vehicles* is permitted on a *non-residential property*, the storage area shall be graded and *maintained* with gravel, or surfaced and *maintained* in good *repair* with concrete, asphalt, crushed stone or other hard surface and dustless materials.

10.3.2 Notwithstanding this section, all outside storage areas which abut any residentially zoned *property* shall be surfaced and *maintained* in good *repair* with asphalt, concrete or interlocking stone.

10.4 Interior Walls, Ceilings and Floors

10.4.1 Interior walls, floors, and ceilings of a building or structure on a *non-residential property* shall be *maintained*:

- a) free from hazards or *unsafe condition*;
- b) in good *repair* and free from holes, large cracks, broken plaster, and loose or broken masonry; and
- c) in a clean and sanitary condition which is reasonable considering the use or operation.

10.4.2 *Repairs* made to the interior walls, floors and ceilings of *non-residential property* shall be finished to reasonably match the existing walls, floors and ceilings.

10.5 Driveways and Parking Lots

10.5.1 All driveways and parking lots shall be:

- a) surfaced and *maintained* with asphalt, concrete or interlocking stone;
- b) provided with suitable marking such as painted lines to indicate parking spaces and shall be *maintained* so as to be clearly visible;
- c) provided with secured curb stops, bollards or other restraining devices to prevent *vehicles* from damaging *fences*, lamp standards, poles and other structures on the parking lot or adjoining *property* and from encroaching onto adjoining *property*. All curb stops, bollards or other restraining devices shall be kept in good *repair*; and
- d) kept clear and free from snow and ice.

10.6 Heating

10.6.1 Buildings on *non-residential property* shall be provided with a heating system capable of maintaining a minimum temperature of eighteen (18) degrees Celsius at 1.5 metres (5 ft.) above the floor level when the premises are occupied.

10.6.2 Heating systems shall be *maintained* in good *repair*.

10.7 Air Conditioning

10.7.1 Air conditioners shall be equipped with adequate devices for the prevention of condensation drainage on to the

entrance areas, sidewalks or pathways and shall be *maintained* in good *repair*.

10.7.2 Cooling water from water-cooled equipment shall not be discharged on driveways, walkways, or other areas used for pedestrian or vehicular traffic, or in such manner that it may cause damage to walls, foundations or other parts of a building.

10.7.3 The discharge of cooling water from all water-cooled equipment shall be made to a proper drainage system and shall be connected in accordance with all applicable governmental regulations.

10.7.4 No air conditioning unit shall be installed over any entrance, means of egress, sidewalks or pathways.

10.8 Cleanliness

10.8.1 Every floor, wall, ceiling, fixture, appliance and equipment shall be maintained in good repair, and in a clean and sanitary condition as is appropriate to the use which is being made of the building.

10.8.2 Every building shall be kept free from rubbish, debris, refuse or any *unsafe condition* which constitutes an accident or other hazard.

11.0 ADDITIONAL STANDARDS FOR HERITAGE PROPERTIES

11.1 Application

11.1.1 In addition to the minimum *standards* for the maintenance and occupancy of property as set out in this By-Law, the Owners of *Part IV heritage property* or a *Part V heritage property* shall:

- a) comply with the *standards* for a *Part IV heritage property* and a *Part V heritage property* in this section;
- b) *maintain*, preserve and protect the *heritage attributes* so as to *maintain* the heritage character, visual and structural integrity of the building or structure; and
- c) *maintain* the *property* in a manner that will ensure the protection and preservation of the *heritage attributes*.

11.2 Repair of Heritage Attributes

11.2.1 Notwithstanding any other provision of this By-Law, where a *heritage attribute* of a *Part IV heritage property* or a *Part V heritage property* can be *repaired* the *heritage attribute* shall not be replaced and shall be *repaired*:

- a) In a manner that minimizes damage to the *heritage attributes* and values;
- b) in a manner that maintains the design, colour, texture, grain or other distinctive feature of the *heritage attributes*; and
- c) using the same types of materials as the original and in keeping with the design, colour, texture, grain and any other distinctive features of the original.

11.2.2 Where the same types of materials as the original are no longer available, using alternative materials that replicate the design, colour, texture, grain and any other distinctive features and appearance of the original materials.

11.3 Replacement of Heritage Attributes

11.3.1 Notwithstanding any other provision of this By-Law, where a *heritage attribute* of a *Part IV heritage property* or a *Part V heritage property* cannot be repaired, the *heritage attribute* shall be replaced:

- a) using the same types of materials as the original;
- b) where the same types of materials as the original are no longer available, using alternative materials that replicate the design, colour, texture, grain and any other distinctive features and appearance of the original materials;
- c) in such a manner as to replicate the design, colour, texture, grain and other distinctive features and appearance of the *heritage attribute*; and
- d) in a manner that minimizes damage to the *heritage attributes* of the *property*.

11.4 Clearing and Levelling of Heritage Properties

11.4.1 Notwithstanding any other provision of this By-Law or the *Ontario Heritage Act*, no building or structure of a *Part IV heritage property* or a *Part V heritage property* may be altered or cleared, including but not limited to removed, demolished or relocated except in accordance with the *Ontario Heritage Act*.

11.5 Vacant and Damaged Designated Heritage Properties

11.5.1 Where a *Part IV heritage property* or a *Part V heritage property* remains vacant for a period of ninety (90) days or more, the Owner shall ensure that appropriate utilities serving the building are connected as required in order to provide, maintain and monitor proper heating and

ventilation to prevent damage to the *heritage attributes* caused by environmental conditions.

11.5.2 The *owner* of the vacant *Part IV heritage property* or a *Part V heritage property* shall protect the building and *property* against the risk of fire, storm, neglect, intentional damage or damage by other causes by effectively preventing the entrance to it, of all animals and unauthorized *persons* and by closing and securing opening to the building with boarding:

- a) that completely covers the opening and is properly fitted in a watertight manner within the side jambs, the head jamb and the exterior bottom sill of the door or window opening, so the exterior trim and cladding remains uncovered and undamaged by the boarding;
- b) that is fastened securely in a manner that minimizes damage to the *heritage attributes* and the historic fabric and is reversible; and
- c) in a manner that minimizes visual impact.

11.5.3 Notwithstanding any other provision above, no window, door or other opening on a *Part IV heritage property* or a *Part V heritage property* shall be secured by brick or masonry units held in place by mortar unless required.

11.5.4 Where utilities are available for safety and security of the building, an exterior lighting fixture shall be installed and *maintained* in the front porch, veranda or an area adjacent to the front entrance of the building or structure and must be left on a timer.

- 11.5.5 The *owner* of a vacant *Part IV heritage property* or a *Part V heritage property* shall post signs prohibiting trespassing onto the *property* and prohibiting removal of materials.

11.6 Conflict

- 11.6.1 If there is a conflict between this section and any other provision in this By-Law or any other City By-Law, the provision that establishes the highest standard for the protection of *heritage attributes* shall prevail.

12.0 ADDITIONAL STANDARDS FOR VACANT PROPERTIES

12.1 Application

- 12.1.1 In addition to the *standards* for the maintenance and occupancy of *property* as set out in this By-Law, the *owner* of a *vacant property* shall also comply with the Vacant Building By-Law.
- 12.1.2 *Vacant property* shall be graded, filled or otherwise drained so as to prevent recurrent ponding of water.

13.0 ADDITIONAL STANDARDS FOR BUILDINGS OR STRUCTURES DAMAGED BY FIRE, STORM, OR OTHER CAUSES

13.1 Application

- 13.1.1 In addition to the *standards* for the maintenance and occupancy of *property* as set out in this By-Law, the *owner* shall also comply with the *standards* for buildings or structures damaged by fire, storm or other causes in this section.
- 13.1.2 A building structure damage by fire, storm or other natural causes shall be demolished or *repaired*.

- 13.1.3 Where a building or structure is damaged by fire, storm or other natural causes, immediate steps shall be taken to prevent or remove a condition which might endanger *persons* on or near the *property*.
- 13.1.4 The building or structure which is damaged by fire, storm or other natural causes shall be properly supported and barricaded until the necessary *demolition* or *repair* can be carried out.
- 13.1.5 All *properties* damaged by fire, storm or natural causes shall be secured to prevent entry onto such *properties*.
- 13.1.6 Defacements by smoke or by other similar causes on the exterior walls and surfaces of the buildings or structures or of the remaining parts of the building or structures, shall be removed and the defaced areas refinished in a workmanlike manner.
- 13.1.7 Any structure, building or part thereof that has been damaged by fire, storm or other causes shall be repaired to their original condition or shall be *demolished* within thirty (30) days; for insurance purposes and such, the *Chief Building Official* may authorize an extension of this period.

13.2 Demolition

- 13.2.1 *Properties* shall be cleared of all rubbish, debris, *refuse*, masonry, lumber and other materials where buildings or structures are demolished
- 13.2.2 *Properties* shall be left in a graded and leveled condition, where buildings or structures are demolished.

- 13.2.3 Where a part of a building or structure has been *demolished*, the exterior walls of the remaining part of the building or structure shall comply with the requirements of this By-Law and the walls shall be parged or otherwise treated to prevent the entry of water into the building and to present a neat and uniform appearance, free from the outlines of partitions, stairs, doors and from areas of multi-coloured paint or wallpaper.
- 13.2.4 Where a building or other structure is being *demolished*, every precaution shall be taken to protect adjoining *properties* and members of the public. Such precautions shall include the erections of *fences*, barricades, covered walkways for pedestrians and other means of protection necessary for the purpose.

14.0 ADMINISTRATION AND ENFORCEMENT

14.1 Administration

- 14.1.1 The *Chief Property Standards Officer* shall administer and enforce this By-Law and establish any additional practices, policies, penalties and procedures necessary to implement this By-Law and may amend such practices, policies, penalties and procedures from time to time as the *Chief Property Standards Officer* deems necessary, without amendment to this By-Law.
- 14.1.2 The *City* may appoint *Officers* and such other staff to carry out the administration and enforcement of the By-Law.
- 14.1.3 Any Building, Housing, Plumbing, Heating or Public Health Inspector or Fire Prevention Officer of the *City* is hereby authorized and directed to act as an assistant to the *Officer* from time to time.

14.1.4 The *Chief Property Standards Officer* may prescribe all forms and notices necessary to implement this By-Law and may amend such forms and notices from time to time as the *Chief Property Standards Officer* deems necessary, without amendment to the By-Law.

14.2 Powers of Entry

14.2.1 An *Officer* and any *person* acting under the *Officer's* instructions may, upon producing proper identification, enter upon any *property* at any reasonable time without a warrant for the purpose of inspecting the *property* to determine:

- a) whether a *property* conforms to the *standards* prescribed in this By-Law; or
- b) whether an *order* made under this By-Law has been complied with; and
- c) whether an *order* made under subsection 15.2(2) of the *Act*, has been complied with.

14.2.2 For the purposes of an inspection an *Officer* may:

- a) require the production for inspection of documents or things, including drawings or specifications, that may be relevant to the *property* or any part thereof;
- b) inspect and remove documents or things relevant to the *property* or part thereof for the purposes of making copies or extracts;
- c) require information from any *person* concerning a matter related to the *property* or part thereof, including

their name, address, phone number and identification, in relationship to a property;

- d) be accompanied by a *person* who has special or expert knowledge in relation to a *property* or part thereof;
- e) alone or in conjunction with a person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purposes of the inspection; and
- f) order the *owner* of the *property* to take and supply at the *owner's* expense such tests, reports and samples as are specified in the *order*.

14.2.3 An *Officer*, employee or agent of the *City* may enter onto *property* at any reasonable time without a warrant for the purposes of causing the *property* to be *repaired*, *maintained* or *demolished* pursuant to subsection 15.4 (2) of the *Act* in accordance with a final and binding Property Standards *order*.

14.3 Obstruction

- 14.3.1 No *person* shall hinder or obstruct, or attempt to hinder or obstruct, an *Officer* in the lawful exercise of a power or the performance of a duty under this By-Law.
- 14.3.2 Any *person* who is alleged to have contravened any provision of the By-Law shall identify themselves to the *Officer* upon request. Any failure to do so shall be deemed to be an obstruction or hinderance to the *Officer* in the execution of the *Officer's* duties.

14.4 Cost Recovery

- 14.4.1 Recovery of any fees for services shall be prescribed in Schedule 'A' of this By-Law
- 14.4.2 Any cost incurred by the *City* in exercising its authority to inspect under any provision of this By-Law, including but not limited to the cost of any examination, test, sample or photograph necessary for the purposes of the inspection, shall be paid by the *owner* or *occupant* of the *property* where the inspection takes place.
- 14.4.3 Where the *City* does or causes work to be done, such work shall be done at the *owner's* expense, and the owner will be responsible for payment of the full cost of the work, including any third party costs, plus any administrative fees.
- 14.4.4 If the *owner* fails to pay the cost of any work completed under authority of this By-Law within thirty (30) days of the work being completed, the amount, plus any administrative fees, shall be added to the tax roll of the subject *property* and collected in the same manner as municipal taxes.
- 14.4.5 Any administrative fees associated with administering or enforcing this By-Law, shall be applied according to Schedule 'A' of this By-Law.
- 14.4.6 The administrative fees set out in Schedule 'A' attached hereto shall be adjusted without amendment to this By-Law annually on January 1st of each year, in accordance with the most recent twelve month change in Statistics Canada Quarterly, Consumer Price Index with the base index value being in effect as at August 31st in the prior year.

14.5 Orders

14.5.1 An *Officer* who determines that a *property* does not comply with the *standards* prescribed in this By-Law may make an *order* and the *order* shall contain:

- a) the name of the *owner* of the *property*;
- b) the municipal address and/or legal description of the *property*;
- c) the particulars of the contravention;
- d) the reasonable particulars of the *repairs* to be made or stating the site is to be cleared of all buildings, structures, debris or refuse and left in a graded and levelled condition;
- e) the time period for complying with the terms and conditions of the *order*;
- f) the final date for giving notice of appeal from the *order*; and
- g) notice that, if the *repair* or clearance is not carried out within the time period specified on the *order*, the *City* may carry out the *repair* or clearance at the *owner's* expense.

14.6 Service

14.6.1 An *order* shall be served on the *owner* of the *property*, and such other *persons* affected by it, as the *Officer* determines, personally, by email or by registered mail sent to the *last known address* of the *person* to whom notice is to be given or the *person's* agent for service.

- 14.6.2 An *order* served by email shall be deemed to have been served two (2) days after the *order* has been sent via email to the last known email address of the *person*.
- 14.6.3 An *order* served by registered mail shall be deemed to have been served five (5) days after the date that the *order* was mailed.
- 14.6.4 A copy of the *order* may be posted on the *property*.
- 14.6.5 An *order* may be registered on title and, upon such registration, any *person* acquiring any interest in the *property* subsequent to the registration of the *order* shall be deemed to have been served with the *order* on the day on which the *order* was served.
- 14.6.6 Where an *order* is registered on title at the Land Registry Office, the *owner* shall be responsible to pay the fee set out in Schedule “A”.
- 14.6.7 An *owner* or *occupant* may apply for a discharge of *order* registered on the title to a property by submitting a completed application form and paying the applicable fee as set out in Schedule “A”, and where, upon inspection of the *property* by an *Officer*, compliance with the *order* is found, the discharge shall be registered by the *City*.

14.7 Appeals

- 14.7.1 An *owner* or *occupant* who has been served with an *order* may appeal the *order* and who is not satisfied with the terms or conditions of the *order* may appeal to the *committee* by sending a notice of appeal, including the grounds for an appeal and the applicable fee set out in Schedule “A”, by registered mail to the Secretary of the

Committee within fourteen (14) days after being served with the *order*.

14.7.2 An *order* that is not appealed within the prescribed time shall be deemed to be confirmed.

14.7.3 The *committee* shall hear appeals pursuant to section 15.3 of the *Act*.

14.8 Hearings

14.8.1 The Secretary of the Committee, in receipt of the notice of appeal, shall:

- a) determine the date, place and time of the hearing of the appeal which shall take place not less than seven (7) days and not more than thirty (30) days from the date of receipt of the aforesaid notice;
- b) give notice in writing, via email or registered mail, of the date, place and time of the hearing referred to in paragraph a) to the appellant and the *Officer* who issued the *order*, and
- c) any other interested *persons* who the *committee* considers should receive the notice.

14.8.2 The applicant may appear with or without counsel at the hearing, to present the appeal.

14.8.3 The *City* may be represented at the hearing by counsel or duly authorized individual who is entitled to reply to the appeal presented on behalf of the applicant.

14.8.4 A *person* may request an adjournment of a scheduled hearing upon application to the Chief Property Standards

Officer, who may approve the request based on extenuating circumstances. An administrative fee shall be charged as prescribed in Schedule “A”, and only one (1) such adjournment may be requested, after which time the hearing will proceed in absentia.

14.9 Decision of the Committee

14.9.1 The *committee* may; confirm, modify or rescind the *order*, or extend the time for complying with the order, if in the *committee’s* opinion, the general intent and purpose of the By-Law are *maintained*.

14.9.2 The *committee* shall give its decision in writing.

14.9.3 The Secretary of the Committee shall notify; the appellant, the *Officer* who issued the *order*, and any other *person* who appeared at the hearing of the appeal, and requested a copy of such decision be provided, by causing a copy to be served by email.

14.9.4 For the purposes of this By-Law, where any portion of a *fence*, tree or retaining wall;

a) does not conform to the *standards* under this By-Law;
and

b) is located touching or on the *property* line between adjoining *properties* at the adjacent finished ground level,

that portion of the *fence*, tree or retaining wall is deemed to be owned in equal shares by the *owners* of the adjoining *properties*.

- 14.9.5 Where available, the most recent survey obtained under any provisions of this By-Law, in accordance with the *Surveys Act*, R.S.O. 1990, c. S. 30, *as amended*, showing a *fence* or retaining wall shall be deemed to be conclusive evidence of the location of the *fence*, tree or retaining wall.
- 14.9.6 In this section, “For the purposes of this By-Law” includes but is not limited to the determination of any costs, as a result of the decision of the *committee*, which shall be collected pursuant to this By-Law.
- 14.9.7 The *City* or a *person* affected by a decision rendered by the *committee* may appeal to a Judge of the Superior Court of Justice, who has the same powers and functions as the *committee*, by notifying the Secretary of the Committee in writing and by applying to the Superior Court of Justice for a hearing within fourteen (14) days after receiving a copy of the decision.
- 14.9.8 An *order* that is deemed to be confirmed or modified by the *committee* or Judge, shall be final and binding upon the *owner* and/or *occupant* who shall carry out the *repair* or *demolition* within the time and in the manner specified in the *order*.

14.10 Failure to Comply with an Order

- 14.10.1 If an *order* is not complied with in accordance with the *order* as deemed confirmed or as confirmed or modified by the *committee* or a judge of the Superior Court of Justice, the *City* may cause the property to be *repaired*, cleaned, cleared up or demolished, as the case may be.
- 14.10.2 For the purpose of any provisions of this By-Law, employees or agents of the *City* may enter the property at

any reasonable time, without a warrant, in order to *repair*, clean, clear or *demolish* the *property*.

14.10.3 The *City* or a *person* acting on its behalf is not liable to compensate the *owner*, *occupant* or any other *person* by reason of anything done by or on behalf of the *City* in the reasonable exercise of its powers under any provisions of this By-law.

14.10.4 The *City* shall have a lien on the land for the amount spent on the *repair*, cleaning, clearing or *demolition* under any provisions of this By-law and the amount shall have priority lien status as described in subsection 1.(2.1) of the *Municipal Act, 2001* , S.O. 2001, c. 25, as amended.

14.11 Certificate of Compliance

14.11.1 When, after an inspection, an *Officer* is of an opinion that a *property* is in compliance with the By-Law:

- a) an *owner* of the *property* shall, or
- b) any other *person* may,

be issued a certificate of compliance upon submitting a completed application form and paying the prescribed fee as set out in Schedule “A”.

14.12 Order to Restrain

14.12.1 Sections 431 and 440 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, apply to this By-Law, providing respectively, for a Court of competent jurisdiction to prohibit the contravention or repetition of an offence, and, upon application of the *City*, for a Court to make Orders to Restrain a contravention, which remedies may be sought

in addition to any remedy or penalty imposed under this By-Law.

14.12.2 Section 38 of the *Building Code Act*, S.O. 1992, c.23, as amended, applies to the By-Law, providing respectively, for a Court of competent jurisdiction to make an Order to direct a *person* to comply with the provision of an Order, upon application of the *Chief Building Official*, in addition to any remedy or penalty imposed under this By-Law.

15.0 PROPERTY STANDARDS APPEAL COMMITTEE

15.1 A Property Standards Appeal Committee shall be established, pursuant to the *Act*, consisting of no fewer than three (3) persons.

15.2 The *committee* shall hear appeals pursuant to section 15.3 of the *Act*.

15.3 The term of appointment for a member of the *committee* shall be for the term of Council.

15.4 Notwithstanding any provisions of this By-Law, Council may, at their sole discretion, appoint members or revoke the appointment of members of the *committee*, provided that a minimum of three (3) lay persons remain on the *committee* at all times.

15.5 A *committee* member shall be:

- a) either a resident of the *City* or the *owner* or tenant of land in the *City*;
- b) a Canadian Citizen;
- c) eighteen (18) years of age; and
- d) qualified to vote in a municipal election within the *City*.

15.6 The following are not eligible for appointment as a member of the *committee*:

- a) an employee or member of Council of the *City*;
- b) the child of a *person* referenced in a);
- c) the parent of a *person* referenced in a);
- d) the spouse of *person* reference in a); or
- e) a *person* indebted to the *City* other than with respect of current real property taxes or pursuant to an agreement with the *City* in which the terms with which the person is in compliance.

15.7 The *committee* shall elect a chair from the members of the *committee* and when the chair is absent, may appoint an acting chair when required.

15.8 A *committee* member will immediately cease to be a member where, before the expiry of their term, the member:

- a) resigns;
- b) is unable for any reason to perform the duties of the *committee* for a period of ninety (90) days or more;
- c) ceases to be a resident of the *City* or the *owner* or tenant of land in the *City* or a Canadian Citizen;
- d) their appointment is revoked by Council;
- e) becomes disqualified by statute or otherwise prohibited by law from voting in an election for Council; or

f) is deceased.

15.9 Despite any provisions of this By-Law, in the event that the term of Council has come to an end, and a new *committee* has not been established by the new Council, the previous *committee* may hear appeals until a new *committee* has been established, or all members shall serve beyond their terms of office as required until reappointed or replaced by Council.

15.10 The *Chief Property Standards Officer* shall appoint a Secretary for the Committee who shall perform the duties and obligations required by the Act.

15.11 A majority of the members of the *committee* shall constitute quorum for transacting the *committee's* business.

15.12 The Secretary of the Committee shall keep on file the records of all official business of the *committee*, including records of all appeals and minutes of all decisions respecting those appeals.

15.13 Appeal hearings are governed by the *Statutory Powers and Procedures Act*, R.S.O. 1990, c.S.22, as amended.

15.14 The *committee* may adopt its own rules of procedure and any member may administer oaths.

15.15 The *committee* shall give notice or direct that notice be given of the hearing of an appeal to such *persons* as the *committee* considers advisable.

16.0 SEVERABILITY

16.1 Should any provision, or any part of a provision of this By-Law be declared invalid, or to be of no force and effect by a court of competent jurisdiction, it is the intent of Council that such a provision, or part of a provision, shall be severed from this By-Law,

and every other provision of the By-Law shall be applied and enforced in accordance with its terms to the extent possible according to law.

17.0 INTERPRETATION

- 17.1 The headings and subheadings used in the By-Law are inserted for convenience of reference only and do not form part of the By-Law and shall not affect in any manner the meaning or interpretation of the provisions of this By-Law.
- 17.2 Where a provision of this By-Law conflicts with a provision of any other By-Law of the *City*, the provision that establishes the higher standard to protect the health, safety and welfare of the general public shall prevail.
- 17.3 Where words are in italics within this By-Law the corresponding definition shall be found in section 2.0 of this By-Law.
- 17.4 Where words and phrases used in this By-Law are defined in the *Building Code Act*, but not defined in this By-Law, the definitions in the *Building Code Act* shall apply to such words and phrases.
- 17.5 In this By-Law, any word interpreted in the singular tense has a corresponding meaning when used in the plural tense, and any word in the present or past tense has a corresponding meaning.
- 17.6 Dimensions are specified in metric units, any imperial dimensions are provided as a convenience only.
- 17.7 If there is a conflict between this Section and any other provision in this By-Law or any other *City* By-Law, the provision that establishes the highest *standard* for the protection of *heritage attributes* shall prevail.

18.0 OFFENCE AND PENALTY PROVISIONS

- 18.1 Any *property* that does not meet the *standards* set out in the By-Law shall be *repaired* and *maintained* to comply with the *standards* of this By-Law.
- 18.2 Any person who fails to comply with an order issued under this By-Law is guilty of a an offence and is subject to a penalty as provided by the Administrative Monetary Penalty System By-Law 2022-112, as amended.
- 18.3 Any *person* who fails to comply with an *order* issued under this By-Law is guilty of an offence and upon conviction is subject to a penalty as provided by the *Building Code Act*, 1992, S.O. 1991, c.23, as amended.
- 18.4 If the By-Law is contravened and a conviction entered, the Court in which conviction was entered or any Court of competent jurisdiction may, in addition to any other remedy, and to any penalty that is imposed, make an order prohibiting the continuation or repetition of the offence by the *person* convicted.

19.0 TRANSITIONAL PROVISIONS AND EFFECTIVE DATE

- 19.1 This By-Law shall come into full force and effect on the date it is passed.
- 19.2 After the date of passing of this By-Law, By-Law 2014-191, as amended, shall only apply to properties in respect of which a Notice or Order has been given under By-Law 2014-191, prior to the date of passing of this By-Law, and then only to such properties until such time as the work required by such Notice or Order has been completed or any enforcement proceedings in respect of such Notice or Order, including *demolition* or *repair* by the City, have been concluded.

- 19.3 The members of the Property Standards Committee as it exists on the effective date of this By-Law shall continue in office until successors are appointed in accordance with the provisions of this By-Law.
- 19.4 Any Schedule attached to the By-Law shall be deemed to form part of this By-Law.
- 19.5 Except for the purpose set out in subsection 19.2, hereof, By-Law 2014-191, as amended, is hereby repealed in its entirety.

Read, signed and sealed in open Council this 8th day of May, 2023.

Manon L. Levesque
City Clerk

Justin Towndale
Mayor

Schedule “A”

Property Standards By-Law 2023-022 - Administrative Fees

The following fees shall be considered Administrative Fees as defined in the Property Standards By-Law:

ITEM	SERVICE	FLAT FEE
1.	Issuing of a Property Standards Order	\$ 50.00
2.	Property Standards Appeal Committee (PSAC) Processing Fee	\$ 150.00
3.	Officer attendance on site during clean-up and/or remedial work (Minimum 2 Hours)	\$ 60.00/Hr.
4.	Adjournment of PSAC Hearing	\$100.00
5.	Re-Inspection Fee (Per Inspection)	\$ 92.30
6.	Registering an Order on Title (Legal Fees plus Flat Fee)	\$ 150.00
7.	Discharging an Order from Title (Legal Fees plus Flat Fee)	\$ 150.00
8.	Landlord/Tenant Tribunal – Request to Appear (Minimum 1 Hour – payable in advance)	\$ 60.00/Hr.
9.	Certificate of Compliance	\$ 100.00
10.	Title Search	\$ 40.00
11.	Service by mail fee	\$ 15.00
12.	Administration Fee – Cost of work + Administration Fee (Min. \$ 158.71 – Max. \$ 652.84)	25 %



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Cornwall SDG Human Services Department
Division: Housing Services
Report Number: 2023-28-Cornwall SDG Human Services Department
Prepared By: Lisa Smith, Manager, Housing Services
Meeting Date: April 24, 2023
Subject: Vacant Land for Future Municipally Operated Affordable Housing Developments

Purpose

To provide Council with additional information relating to the advancement of recommendations in the Housing Revitalization Plan and the Mayor's Housing Task Force as it pertains to municipally owned vacant lands.

Recommendation

That Council approve the designation of municipally owned vacant land located at 330 Montreal Road for a future affordable housing development.

Financial Implications

None, at this time.

Strategic Priority Implications

This project aligns with Council's Strategic Plan to grow quality housing stock, including affordable housing.

Background / Discussion

As a mandate of the Ministry of Municipal Affairs and Housing, the City (as Service Manager) was required to complete a Ten-Year Housing Plan and subsequently a Five-Year Update to that original Plan. Following a presentation to Council on July 8, 2019, the Five-Year Update was approved by Council at the August 12, 2019 meeting.

As a recommendation from the Five-Year Update, on October 13, 2020, Council approved The Cornwall SD&G Housing Revitalization Plan (the Plan) which identified that the most resource intensive component of providing housing is capital investment required to create new housing (Council report # 2020-226-Social and Housing Services). This includes land which can be a great cost component to the overall cost of development.

To translate the above strategy into achievable projects, the housing needs were further dissected across two five-year periods – 2021 to 2026 and 2027 to 2031. The existing sites and potential new sites in the Cornwall and SDG areas were reviewed for constraints and opportunities to developing new units through additions to the existing site, demolishing existing and building new or building new units in a greenfield site. As part of reviewing constraints and opportunities, sites that allowed shovel ready projects considering current site conditions and applicable regulations were identified. A list of potential projects was identified, including municipally owned vacant lands at 504 4th St. East (former Bob Turner/Joe St. Denis Field) and the corner of Ninth St. and McConnell in Cornwall.

The Plan also pointed to a clear consensus emerging for more affordable housing units suitable for families and individuals in all stages of life and of varying financial standing. Development on municipally owned vacant land could address a good portion of those needs. Results also showed that there is a preference for creating self sufficient communities with public services and amenities such as recreational, healthcare, and educational facilities.

Furthermore, the housing needs assessment showed that, approximately 740+ units will be required in the Cornwall and SDG area by 2031. Over 40% of the identified housing needs will be in the City of Cornwall.

To make projects more viable and to support diversified communities, as indicated above, we have determined that at least 30% of any development

should be at or near market rent. In addition, since COVID, we anticipate that the 740+ units that were originally identified are now under understated.

Total Affordable Units Required (by 2031 – from the Plan)	741
Total Affordable Units Required (post COVID 20% est. increase)	889
Total % Required in Cornwall (40%)	356
Additional Units – Market/Near Market Rent (+30%)	106
Total Units Required in Cornwall (by 2031)	462

In early 2022, the Ministry of Municipal Affairs and Housing adopted a Community Housing Renewal Strategy (CHRS) which outlined a plan to work with municipalities, non-profits, and housing co-ops to stabilize and grow the community housing sector. There have also been other Ministry reports and action plans that have addressed the need for more housing in Ontario.

According to the Ontario Housing Affordability Task Force Report (Feb. 2022), “While the affordability crisis began in our large cities, it has now spread to smaller towns and rural communities.”

“Time is of the essence. Building housing now is exactly what our post-pandemic economy needs.”

“Resolving a crisis requires intense focus and a clear goal.”

As part of this report, it also identifies that undeveloped land inside and outside existing municipal boundaries must be part of the solution, particularly in northern and rural communities.

On May 5, 2022, as part of continued action from our Plan, City Council passed a resolution and approved the Declaration of an Affordable Housing Crisis. That report indicated, amongst other things, that Administration provide City Council with what it will take to implement more aggressive targets and a framework for action, in order to:

- preserve and increase the affordable housing supply,
- increase access to housing affordability,
- ensure people are supported to achieve housing stability and long-term housing retention; and
- that Administration be directed to develop a long-range financial plan to meet the targets as set out in the Housing Revitalization Plan.

Additionally, on May 24, 2022, Council received the final report and recommendations from the Mayor's Housing Task Force (Council Report # 2022-17-CAO). One of the recommendations within that report was to "Support and endorse the recommendations made in the Housing Revitalization Plan, as previously approved by Council."

In late 2022, to support the ambitious goals laid out in the local Five-Year Housing Update, the Housing Revitalization Plan, and the 4 separate regional Housing Reports (including the Mayor's Task Force), there was a recognized need to form a Working Group to be tasked with developing and realizing common strategies and priorities related to affordable housing.

The Affordable Housing Progress and Development Collaborative (A HOME) was created to improve service integration, which will promote positive development in the City of Cornwall, Stormont, Dundas and Glengarry housing and homelessness situation. To ensure maximum effectiveness of the Collaborative, membership is comprised of a cross-sector of disciplines from amongst the City and Counties staff, who share the vision of increasing housing opportunities across the region. To the best of our knowledge, this has been the first committee of its kind with 100% collaboration from across the geographic region.

Amongst the Collaborative's first tasks has been to identify all municipally owned vacation lands across the City of Cornwall and S.D.&G. that could be designated for future affordable housing projects. To prepare for a long-term strategic development, it is imperative to begin work early to identify potential lands. Considerable time savings can be realized by pre-qualifying the land to make it "shovel-read" when funding becomes available.

In the 2023 budget, Council approved the hiring of a consultant to complete a long-term housing development strategy. This will be completed in the latter half of 2023, once all Councils have approved designation of lands suitable for affordable housing.

This initiative also aligns with the Eastern Ontario Warden's Caucus (EOWC) priority of affordable and attainable housing, which includes their '7 in 7' Regional Housing Plan. This plan proposes building at least 7,000 community rental units over seven years across the EOWC region to address housing wait lists. Using a

mixed-model approach, the '7 in 7' plan has the added benefit to bring on 21,000 additional market rate units. This would total 28,000 housing units.

As per the Housing Revitalization Plan, some municipally owned lands were identified as suitable for affordable housing developments. Administration met to review options that currently exist within the city.

Initial reviews of municipally owned vacant land, indicate that there will not be enough municipally owned land to meet our development needs. As not all lands are suitable for affordable housing, as we reviewed existing vacant lands, we considered the following:

- Approximation to existing amenities, resources, and services (ie, grocery stores, hospitals, schools, churches, recreation facilities, etc.)
- On a transit route
- Enough square footage to develop a diverse housing community that includes mixed income profiles (including better tenant support)
- Operational efficiencies (ie, economies of scale when developing, ongoing maintenance, better tenant support)

Future Plans

330 Montreal Road

Existing Land Use - commercial parking space and the Cornwall Police Service auxiliary station.

Future Land Use - as this is the current location of the Cornwall Police Services auxiliary station, we have had some initial discussions with them as it relates to their future facility needs analysis, which is currently underway. They have extended an offer for us to engage with their consultant with respect to discussion on a future joint development opportunity.

In addition to ground floor commercial space (potential collaboration with CPS and some basic housing operational space), this development would also include 3 – 4 additional floors of affordable housing units.

This site would be included in our long-term housing development plan and timelines would also coincide with any potential future development from CPS, should that be determined.

Accessibility Impact

Future development would meet or exceed requirements in the Ontario Building Code.

Document Title:	Vacant Land for Future Affordable Housing Developments - 2023-28-Cornwall SDG Human Services Department.docx
Attachments:	
Final Approval Date:	Apr 19, 2023

This report and all of its attachments were approved and signed as outlined below:

Lisa Smith - Apr 18, 2023 - 10:48 AM

Mellissa Morgan - Apr 18, 2023 - 10:49 AM

Tracey Bailey - Apr 18, 2023 - 10:04 PM

Mark A. Boileau - Apr 19, 2023 - 8:00 AM



The Corporation of the City of Cornwall
Regular Meeting of Council
New Business Motion

Department: Corporate Services
Division: Clerk's Division
Report Number: 2023-104-Corporate Services
Meeting Date: April 24, 2023
Subject: Grass Cutting in Residential Parks

Proposed by: Councillor Todd Bennett

Seconded by: Councillor Dean Hollingsworth

Whereas, last summer, several residences suffered through issues with rats and several of those issues were made worse by tall grass being allowed to grow in City Parks located in subdivisions that backed onto residential properties.

Whereas, several years ago, Council passed a motion to stop cutting 100% of the park space as a cost saving measure.

Whereas that decision is starting to have unintended consequences. one being that the tall grass is providing cover for rats to live in and thrive, and thus causing issues with neighboring residential property owners.

Whereas, on our own city website under pest control, we advise homeowners to keep their properties neat, clean, and with properly cut lawns to avoid attracting rodents.

Whereas we allow grass to grow up to 12 inches high on the other side of the fence in our City Parks and this completely nullifies any of the good work being done by homeowners that back onto some City Parks.

Whereas, as well intentioned as the original decision was to not cut 100% of the grass to achieve cost savings, we need to look at changing the way we cut grass in our residential park spaces.

Now therefore now be it resolved that Council request administration to come back at the next Council Meeting with a report on cost estimates associated with cutting 100% of the grass in residential parks that are having rat issues with neighboring properties.



The Corporation of the City of Cornwall
Regular Meeting of Council
By-law 2023-037

Department: Planning, Development and Recreation
Division: Economic Development
By-law Number: 2023-037
Report Number: 2023-29-Planning, Development and Recreation
Meeting Date: April 24, 2023
Subject: By Law 2023-037 to authorize The Corporation of the City of Cornwall to enter into a Medical Scholarship Loan Agreement with Neerav Mullur

Whereas the Municipal Act, Section 9 provides a municipality with the capacity, rights, powers, and privileges of a natural person for the purpose of exercising its authority under the Municipal Act or any other Act; and

Whereas The Corporation of the City of Cornwall under Section 9, has the authority of entering into contracts with private persons and wishes to provide financial assistance to Medical Students, that will establish their medical practice, once graduated, within the City of Cornwall, for the citizens of Cornwall and surrounding area; and

Whereas financial assistance will be provided to those students who will practice medicine in the City of Cornwall, upon successful completion of medical school.



Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. That The Corporation of the City of Cornwall enter into a Medical Scholarship Loan Agreement with Neerav Mullur, medical student, beginning in the calendar year 2023.
2. That the Mayor and Clerk be and are hereby authorized to execute all documents to complete this matter.

Read, signed and sealed in open Council this 24th day of April, 2023.

Manon L. Levesque
City Clerk

Justin Towndale
Mayor

Report Approval Details

Document Title:	By-Law 2023-xxx Medical Scholarship Loan with Neerav Mullur - 2023-29-PDR.docx
Attachments:	
Final Approval Date:	Apr 19, 2023

This report and all of its attachments were approved and signed as outlined below:

James Fawthrop - Apr 18, 2023 - 6:22 PM

Tracey Bailey - Apr 18, 2023 - 9:36 PM

Mark A. Boileau - Apr 19, 2023 - 7:43 AM



The Corporation of the City of Cornwall
Regular Meeting of Council
Explanatory Note to By-law 2023-037

Department: Planning, Development and Recreation
Division: Economic Development
Report Number: 2023-31-Planning, Development and Recreation
Prepared By: Kathleen Rendek, Project Coordinator
Meeting Date: April 24, 2023
Subject: By-law 2023-037 Explanatory Note - Medical Scholarship Loan Agreement, Neerav Mullur

Purpose

To provide information to Council on the Medical Scholarship Loan Program and to recommend a candidate for the 2023 Agreement.

Financial Implications

The 2023 Budget includes provisions for the awarding of the 2023 Medical Scholarship Loan Agreement and subsequent budgets will include amounts to reflect future financial requirements.

Strategic Priority Implications

Medical recruitment efforts are consistent with the City's strategies for ensuring a vibrant and healthy quality of life.

Background / Discussion

The Medical Scholarship Committee met on March 31, 2023 with Mr. Neerav Mullur, a candidate for the 2023 Scholarship. The Committee members were unanimously supportive of his application and recommend that he be awarded the 2023 Scholarship.

Originally from Cornwall, Mr. Mullur is completing the first year of his Doctor of Medicine degree at the University of Ottawa. He previously received an Honours Bachelor of Science in Translational and Molecular Medicine from the University of Ottawa. He is hoping to complete his residency in Cornwall through the University of Ottawa starting in 2026 and intends to open a family medical practice in Cornwall in July 2028. Currently, Mr. Mullur is also considering a speciality in sports medicine or emergency medicine and hopes to incorporate this expertise into his family practice.

A Cornwall Medical Scholarship of \$150,000 is usually awarded incrementally over 6 years of medical studies, in the amount of \$25,000 per year. In this unique situation whereby, Mr. Mullur has already completed his first year of studies, the City of Cornwall would commit \$50,000 in 2023, which equates to 2 scholarship payments, followed by \$25,000 equal payments in 2024, 2025, 2026, and 2027. In return, Mr. Mullur must practice as a Family Doctor on a full-time basis within the City, commencing no later than 6 months following medical qualifications, and for the term of a minimum of 5 years. Mr. Mullur will also undertake hospital privileges at Cornwall Community Hospital and participate, in a relief capacity, in the Hospitalist program.

The Corporation is in the position to endorse the Medical Scholarship Loan Agreement for 2023, awarding it to Mr. Mullur, through the corresponding By-law.

Document Title:	Note - Medical Scholarship Loan Agreement with Neerav Mullur - 2023-31-Planning, Development and Recreation.docx
Attachments:	- Neerav Mullur Medical Scholarship Loan Agreement 2023.doc
Final Approval Date:	Apr 19, 2023

This report and all of its attachments were approved and signed as outlined below:

James Fawthrop - Apr 19, 2023 - 8:15 AM

Tracey Bailey - Apr 19, 2023 - 8:29 AM

Mark A. Boileau - Apr 19, 2023 - 8:37 AM

MEDICAL LOAN AGREEMENT

BETWEEN:

THE CORPORATION OF THE CITY OF CORNWALL
(hereinafter called 'the City')

-and-

NEERAV MULLUR
(hereinafter called 'STUDENT')

WHEREAS the City of Cornwall lacks a sufficient number of family physicians to provide medical services to its residents; and,

WHEREAS the City wishes to provide a loan to STUDENT whose medical practice shall be within the City Limits, upon successful completion of medical school.

NOW THEREFORE IN CONSIDERATION of the terms and conditions contained herein and other valuable consideration, the City and STUDENT agree as follows:

Definitions

1. In this Agreement;
 - a) "City Limits" means the geographical limits of the City; and,
 - b) "Family Doctor" means being registered and in good standing with the College of Physicians and Surgeons of Ontario to conduct a practice in Family Medicine;
 - c) "Loan" has the meaning ascribed to it in Paragraph 2 of this Agreement.
 - d) "Full Time" means no less than 40 hours a week.

City's Obligations

2. The City shall loan the sum of one-hundred and fifty thousand dollars (\$150,000.00) (the "Loan") to reflect 6 years of tuition, books, and living expenses. Six equal Loan payments shall be issued to the amount of twenty-five thousand dollars (\$25,000.00) annually starting in 2023. In 2023, the first Loan payment shall be made on the 1st day of May upon receipt of a written request from STUDENT and proof of enrollment at the University of Ottawa or a recognized Canadian University Medical School. The second Loan payment will be made on the 1st day of September 2023 to support the second year of studies. In subsequent years, the City will make the yearly loan advance on the 1st day of September of each year upon receipt of a written request from STUDENT and

proof of enrollment at the University of Ottawa or a recognized Canadian University Medical School.

3. Provided that STUDENT is not in default of this Agreement, the City shall forgive one fifth (1/5) of the total Loan for every complete year (no forgiveness for any part of the year in which the default occurs) in which they actually practices on a full time basis as a Family Doctor within the City Limits, in accordance with Paragraph 7.
4. It shall be STUDENT's obligation to advise the City of the date on which they commence their practice as a Family Doctor on a full-time basis within the City Limits and the forgiveness of the first one fifth (1/5) of the total Loan shall occur one (1) year following the date of commencement of their said practice and shall then occur on each anniversary thereafter.

STUDENT's Obligations

5. STUDENT hereby certifies to the City that their family resides on a permanent basis within the geographical limits of Cornwall or the United Counties of Stormont, Dundas and Glengarry, and they are currently enrolled in full-time studies at the University of Ottawa to become qualified as a Family Doctor to practice medicine in the Province of Ontario.
6. STUDENT shall provide to the City, as the City may request from time to time, proof of enrollment and academic standing at the University of Ottawa or a recognized Canadian University Medical School to verify that they are maintaining eligibility for the Loan.
7. STUDENT agrees to complete their studies on a full-time basis and agrees to utilize their best efforts to become qualified to practice as a Family Doctor on or before the 1st day of July, 2028.
8. STUDENT shall, within six (6) months after completion of their studies and after being qualified to practice as a Family Doctor, commence the said practice on a full-time basis (as recommended by the College of Physicians and Surgeons of Ontario for newly admitted doctors) within the City Limits for a period of not less than five (5) consecutive years. STUDENT agrees to undertake hospital privileges at Cornwall Community Hospital and to participate, in a relief capacity, in the Hospitalist program. Provided that STUDENT shall be entitled, at their option, to extend the commencement of their practice on a full-time basis for one (1) year in order to undertake one (1) additional year of studies in a specialized field. However, if STUDENT has received the total amount of the Loan under this Agreement, the additional one (1) year of studies shall be their total financial responsibility. It is recognized and accepted by the City that if STUDENT completes this one (1) additional year of studies in a specialized field, their primary practice as a Family Doctor may include ancillary work in this specialized field.

9. Should the STUDENT offer written notice of maternity and or parental leave, as defined by the Government of Canada, at any time during the terms of this agreement, the conditions of Paragraph 7 and Paragraph 8 would be extended to accommodate accordingly.
10. Should STUDENT:
 - a. not complete their studies,
 - b. fail to provide proof of enrollment and academic standing at the University of Ottawa or a recognized Canadian University Medical School, or
 - c. fail to commence practice as a Family Doctor on a full-time basis within the City Limits within six (6) months after completion of their studies and after being qualified to practice as a Family Doctor, subject to Paragraph 7,
 then the entire Loan shall be repayable by them to the City forthwith upon written demand by the City, together with interest at the Bank of Canada prime rate plus three (3) percent calculated from the day on which each advance on the Loan is made to the date of Payment.
11. In the event that STUDENT fails to practice as a Family Doctor on a full time basis for the term of five (5) years as required herein, STUDENT shall become liable forthwith upon written demand by the City to pay to the City the balance of the Loan which has not been forgiven in accordance with Paragraph 3, with interest thereon at the Bank of Canada prime rate plus three (3) percent, payable from the day they receives written notice that the Loan is payable.
12. Paragraphs 10 and 11 shall not apply, and the Loan shall be forgiven, if the reason STUDENT does not complete their studies or fails to practice as a Family Doctor on a full time basis because they should die or suffer a disability rendering them unable to do so. STUDENT agrees to cooperate fully with the City should the City decide to take out a life and/or disability policy on their life to insure the repayment of the Loan.

No Assignment

13. This Agreement shall remain a personal obligation by STUDENT and shall not be assignable by them to any person or corporation whatsoever.

Amendment

14. This Agreement may be amended by the mutual consent of the parties in writing.

Entire Agreement

15. This Agreement shall constitute the entire agreement between the parties and shall enure to the benefit of and be binding upon the parties and their respective heirs, executors, successors and assigns.

Governing Law

16. This Agreement shall be governed by and be interpreted in accordance with all laws and regulations of the Province of Ontario and Canada and shall be treated in all respects as an Ontario contract. Should a conflict arise between the provisions of this Agreement and any such laws or regulations, this Agreement shall be deemed to be amended in the manner and to the extent required to bring it into compliance with such laws or regulations. The City and STUDENT specifically submit and attorn to the exclusive jurisdiction of the Courts of Ontario.

Ratification

17. This Agreement is not effective until ratified by the Council of The Corporation of the City of Cornwall.

Independent Legal Advice

18. STUDENT acknowledges having received independent legal advice prior to executing this Agreement.

Service of Documents

19. Any document to be served by one party on the other may be done in person, by facsimile or by registered mail. Service in person or by facsimile will be deemed to be on the date shown on the document and service by registered mail shall be deemed on the date two days after the date of mailing.

20. All correspondence to the City shall be addressed as follows:

The Corporation of the City of Cornwall
 360 Pitt Street, PO Box 877
 Cornwall, Ontario K6H 5T9
 Attention: City Clerk
 Phone: (613) 930-2787 ext 2219

21. All correspondence addressed to STUDENT shall be forwarded to:

Neerav Mullur
 2224 Heron Court, Cornwall ON, K6H 7P5
 613-363-4389
 Nmull051@uottawa.ca

IN WITNESS THEREOF the parties have set their hand(s) and seal(s) this _____th day of _____, 2023.

THE CORPORATION OF THE CITY OF CORNWALL

JUSTIN TOWNDALE, Mayor

MANON LEVESQUE, City Clerk

We have authority to bind the Corporation.

NEERAV MULLUR – Medical Student

Witness



The Corporation of the City of Cornwall

Regular Meeting of Council

By-law 2023-038

Department: Corporate Services
Division: Clerk's Division
By-law Number: 2023-038
Report Number: 2023-111-Corporate Services
Meeting Date: April 24, 2023
Subject: By-law 2023-038 to amend By-law 2020-137 Appoint a Member of Council to the Eastern Ontario Agri-Food Network

Whereas Section 10 (1) of the Municipal Act, 2001 authorizes the municipality to pass a By-law respecting the governance structure of the municipality and its local boards

Whereas the Council of the Corporation of the City of Cornwall deems it advisable to make appointments to various Boards and Committees

Whereas at Council's Regular Meeting of Council of March 27, 2023, the Eastern Ontario Agri-Food Network requested that a Member of Council be appointed to their Board.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. The following Member of Council be appointed to the **Eastern Ontario Agri-Food Network Board**

Sarah Good, Councillor

Read, signed, and sealed in open Council this 24th day of April, 2023.

Manon L. Levesque
City Clerk

Justin Towndale
Mayor

Report Approval Details

Document Title:	By-law 2023-038 to amend By-law 2022-137 Appointment to Agri-Food Network Board.docx
Attachments:	
Final Approval Date:	Apr 20, 2023

This report and all of its attachments were approved and signed as outlined below:

Manon L. Levesque - Apr 20, 2023 - 10:49 AM

Geoffrey Clarke - Apr 20, 2023 - 10:50 AM

Mark A. Boileau - Apr 20, 2023 - 11:36 AM



The Corporation of the City of Cornwall
Regular Meeting of Council
By-law 2023-039

Department: Corporate Services
Division: Clerk's Division
By-law Number: 2023-039
Report Number: 2023-112-Corporate Services
Meeting Date: April 24, 2023
Subject: By-law 2023-039 to amend By-law 2023-004 to appoint lay members to various Boards, Commissions and Committees.

Whereas Section 8 of the Municipal Act, 2001, as amended, grants a municipality the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act

Whereas Section 5 (3) of the Municipal Act, 2001, further requires that all municipal powers, including natural person powers, are exercised by By-law

Whereas the Council of The Corporation of the City of Cornwall deems it advisable to make appointments to various Boards and Committees

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. The following lay members be appointed to various Boards, Committees, and Commissions for the duration of the present Council, or until such time as the Board, Committee or Commission terminates, if prior to November 15, 2026.

Audit Committee
Jason Riley



Heritage-Patrimoine Cornwall

Chantal Gilmour

Jason Riley

Municipal Accessibility Advisory Committee

Sarah Beach

Senior Friendly Community Committee

Bernard Lamarche

Norm Quenneville

Darnell Proulx (Seaway Senior Citizens Club #1201)

Lynn LeBreton (Champlain Local Health Integration Network)

Tania Sveistrup (Centre de santé communautaire de l'Estrie)

Read, signed, and sealed in open Council this 24th of April, 2023.

Manon L. Levesque
City Clerk

Justin Towndale
Mayor

Report Approval Details

Document Title:	By-law 2023-039 to amend By-law 2023-004 Appointment of Lay Members - 2023-112-Corporate Services.docx
Attachments:	
Final Approval Date:	Apr 20, 2023

This report and all of its attachments were approved and signed as outlined below:

Manon L. Levesque - Apr 20, 2023 - 11:35 AM

Geoffrey Clarke - Apr 20, 2023 - 11:36 AM

Mark A. Boileau - Apr 20, 2023 - 11:39 AM



The Corporation of the City of Cornwall
Regular Meeting of Council
Confirming By-law 2023-040

Department: Corporate Services
Division: Clerk's Division
By-law Number: 2023-040
Report Number 2023-106-Corporate Services
Meeting Date: April 24, 2023
Subject: Confirming By-law 2023-0 for April 24, 2023

A By-law to adopt, ratify and confirm the proceedings of the Council of The Corporation of the City of Cornwall at its meetings held on Monday, April 24, 2023.

Whereas Section 5(1) of the Municipal Act, S.O. 2001, c.24 thereto provides that the powers of a municipal Corporation shall be exercised by its Council; and

Whereas Section 5(3) of the Municipal Act, S.O. 2001, c.24 and amendments thereto, provides that the powers of Council are to be exercised by By-law; and

Whereas in many cases action which is taken or authorized to be taken by Council does not lend itself to the passage of an individual By-law; and

Whereas Section 248 provides that if a council passes a comprehensive general by-law that consolidates and includes the provisions of any By-law previously passed by the Council; and it is deemed expedient that a By-law be passed to authorize the execution of agreements and other documents and that the proceedings of the Council of The Corporation of the City of Cornwall at this meeting be confirmed and adopted by By-law.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1.(a) That the following Minutes of the Public Meetings of the Municipal Council of The Corporation of the City of Cornwall be and the same are hereby adopted:

(i) Regular Meeting of Council #2023-06 of April 11, 2023

(b) That the following Minutes of the In Camera Meetings pertaining to the security or part of the property of the Municipality or Local Board, personal matters about an identifiable individual, including municipal or Local Board employees, a proposed or pending acquisition or disposition of land by the Municipality or Local Board, labour relations or employee negotiations, litigation or potential litigation, including matters before administrative tribunals, affecting the Municipality or Local Board, advice that is subject to solicitor-client privilege, including communications necessary for the purpose, a matter in respect of which a Council, Board, Committee other body may hold a closed meeting under another Act, or for the purpose of educating or training the members and where no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee, be and the same are hereby adopted:

(i) Regular In-Camera Committee of Council #2023-05 of April 11, 2023

(c) That the actions of the Council at its meetings held on Monday, April 24, 2023, in respect of each recommendation contained in all reports of the regular and in-camera meetings and in respect of each motion, resolution and other action taken by the Council at its said meeting is, except where the prior approval of the Ontario Municipal Board or other authority is by law required, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in the By-law;

(d) That the above-mentioned actions shall not include any actions required By-law to be taken by resolutions.

2. That where no By-law has been or is passed with respect to the taking of any action authorized in or by the above mentioned Minutes or with respect to the exercise of any powers by the Council in the above mentioned Minutes, then this By-law shall be deemed for all purposes to be the By-law required for approving and authorizing and taking of any action authorized therein or thereby, or required for the exercise of any powers therein by the Council.
3. The Mayor and proper officials of The Corporation of the City of Cornwall are hereby authorized and directed to do all things necessary to give effect to the above-mentioned actions and to obtain approvals where required.
4. Unless otherwise provided, the Mayor and Clerk are hereby authorized and directed to execute and the Clerk to affix the seal of The Corporation of the City of Cornwall to all documents necessary to give effect to the above-mentioned actions.
5. It is declared that notwithstanding that any section or sections of this By-law or parts thereof, may be found by any court of law to be bad or illegal or beyond the power of the Council to enact, such section(s) or part(s) hereof shall be deemed to be severable and that all other sections or parts of this By-law are separate and independent there from and enacts as such.

Read, signed and sealed in open Council this 24th day of April, 2023.

Manon L. Levesque
City Clerk

Justin Towndale
Mayor



Report Approval Details

Document Title:	Confirming By-law 2023-040 for April 24, 2023 - 2023-106-Corporate Services.docx
Attachments:	
Final Approval Date:	Apr 20, 2023

This report and all of its attachments were approved and signed as outlined below:

Manon L. Levesque - Apr 19, 2023 - 2:43 PM

Geoffrey Clarke - Apr 20, 2023 - 9:54 AM

Mark A. Boileau - Apr 20, 2023 - 11:14 AM